



UKUPC

UK Universities Purchasing Consortia

*The UK Universities Purchasing Consortia (UKUPC) is the partnership between eight UK consortia; a formal entity to support collaborative procurement within Higher and Further Education. A UKUPC Responsible Procurement Network has been established with the aim of achieving a consistent approach across the UK to responsible procurement throughout our activities.*

*UKUPC are committed to embedding responsible procurement in everything we do. We want to look after our communities, our fellow global citizens, and our environment, and by working with us, members can access agreements tendered with responsible procurement in mind.*

## SUSTAINABLE DEVELOPMENT GOALS



This is a set of questions and model answers that relate back to the UN SDGs and the Social Value TOMs.

The questions can be used at framework or call off level to further investigate potential suppliers' commitments and plans to manage their organisations and supply chains in accordance with the UN Sustainable Development Goals.

The document is never finished, it is designed to be updated and added to. If you have any questions you would like added to the question set, please get in touch.

If you have any additional questions or areas you would like addressed, or if you would like to see the model answers, please contact the Responsible Procurement Lead in your Consortium.

# SUSTAINABLE DEVELOPMENT GOALS



736 million people live in extreme poverty – living on less than \$1.90 a day. Many lack food, clean water, and sanitation.

Women are more likely to face poverty than men, because they have less paid work, education, and own less property.

These questions can be aimed at all suppliers, across all categories. Being paid a living wage should be a right, not a luxury.

No	Question	Category	When?
1	What is your organisation doing to promote the national living wage and real living wage over national minimum wage?	General	Call off
2	What initiatives or proactive steps has your organisation taken to ensure that those employed within your supply chain are paid a living wage?	General	Framework

<b>Social Value TOMS</b>
NT13, RE16, NT13a, NT41, NT42, NT58



In 2017, an estimated 821 million people were classified as chronically undernourished.

63% of these people are living in Asia. 26% are employed in agriculture.

These questions are primarily aimed at suppliers whose supply chains impact on agriculture and the ability for small scale farmers to have fair access to land; and land that is suitable for farming.

No	Question	Category	When?
1	How do you ensure that the areas in which you operate globally are not damaging land on which small scale farmers operate?	ICT	Any
2	How do you ensure that the areas in which you operate globally are not subject to biodiversity loss as a result of your factories being located there?	ICT / STEMED	Any

<b>Social Value TOMS</b>
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NT72, NT35
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7 million people die every year from exposure to fine particles in polluted air.

At least 400 million people have no basic healthcare, and 40% lack social protection.

This goal covers the health of workers in supply chains, as well our own colleagues and employees. Good health and well-being not only covers physical health, but mental health and the impact that can have on physical health.

No	Question	Category	When?
1	What are you doing to ensure that workers in your supply chains are not being exposed to dangerous chemicals?	ICT / STEMED	Any
2	What are you doing to ensure that workers in your supply chains are not exposed to extremes of temperatures? Excessive noise?	ICT / STEMED	Any
3	What is your organisation doing to ensure that workers in factories in your supply chain have access to adequate rest breaks and good sleeping conditions?	ICT / STEMED	Any
4	Do you have arrangements for ensuring that on-site welfare provision meets legal requirements and the needs/expectations of your employees?	Estates	Any
5	Has your organisation been convicted or fined for any breach of the ROHS 2006 regulations 7, 8, 9 or 10 in the past two years? If yes, we may ask you to detail the steps you have taken to remedy the situation.	Any	SQ or ITT
6	Please detail your knowledge and experience of reducing or advising on the reduction of the hazardous material content of the products to be supplied, or supplying goods with reduced hazardous content?	ICT / STEMED	Any
7	Please confirm how you will provide the relevant WEEE Transfer Certification to Institutions? Please include details of whether this service is provided in-house or whether this is carried out via a third-party. Please explain how your organisation's process to store, transport and dispose of your WEEE does not harm the environment.	ICT / STEMED	Any
8	If you are awarded the contract, we would require you to, where possible, provide the lowest emission vehicle in the category requested. Please explain how you would achieve this.	Estates / Vehicles / Transport	Any
9	Please outline any commitments you have as a company to increase your availability of lower emission vehicles and to help improve air quality? Evidence can be requested.	Estates / Vehicles / Transport	Any
10	Please describe how you actively promote a mentally healthy workplace and workforce?	Any	Any
11	How do you ensure that workers in your supply chains that require access to PPE have free and unfettered access to the PPE required?	Any	Any

**Social Value TOMS**

NT39, NT54,



57 million primary age children remain out of school, more than half of them in sub-Saharan Africa.  
 103 million youths worldwide lack basic literacy skills, and more than 60% of them are female.

The Universal Declaration of Human Rights, article 26 states that:

“Everyone has the right to education. Education shall be free, at least in the elementary and fundamental stages. Elementary education shall be compulsory.”

No	Question	Category	When?
1	Please confirm how you are able to add value to the contract and work in partnership with an Institution to the mutual benefit of both parties, including but not limited to: 1. efficiencies, 2. collaboration, 3. work placements or graduate schemes for students, 4. early payment discounts?	Any	Any
2	Please describe what opportunities you can provide to Institutions to help their student employability requirements? Such as work placement, graduation programmes, temporary or permanent roles?	Any	Any
3	Please describe how you ensure that there are no workers below the national minimum employment age in the countries in which you operate?	Any	Any
4	Will you actively work to ensure that any children found working in your supply chains have any of the support required to complete as a minimum compulsory education? Such support should not have a detrimental impact on the former worker or those that the work previously supported.	Any	Any

<b>Social Value TOMS</b>
NT4, NT9, RE11, NT49



Women earn only 77cents for every dollar that men get for the same work.

The United Nations Development Programme has made gender equality central to its work and there has been remarkable progress in the past 20 years. There are more girls in education now compared to 15 years ago, and most regions have reached gender parity in primary education.

Although legislation has been in place for 50 years, the gender pay gap in Britain remains the highest in Europe. The Times Higher Education published reports in 2018 and 2019 highlighting that the gender pay gap had reduced from 15.9% to 15.1% in education, which is still significantly higher the 9.1% average gender pay gap.

No	Question	Category	When?
1	Please demonstrate how your organisation has embedded its statutory obligations and how it has proactively implemented equal and non-discriminatory treatment to all workers under the Equality Act 2010?	All	Any
2	Please detail how your organisation will promote Equality and Diversity through the life of this Framework Agreement. Your response should include:	All	Any
3	Of the events your organisation has been or will be a corporate sponsor of, what steps are you taking to ensure your brand is associated with events that promote equality in the line-up of speakers, judges, panels, etc?	All	Any

<b>Social Value TOMS</b>
NT3c, RE57, NT57, NT21, NT40



2.3 billion People lack basic sanitation.  
 785 million lack basic drinking water.  
 80% of waste water goes into waterways without adequate treatment.

No	Question	Category	When?
1	Does your organisation have ISO 14001 (or equivalent)? If No or Not Applicable, please provide details. If yes, please provide a copy of your current certificate	Any	Framework
2	Do you have a programme or action plan in place to develop the sustainability competence of your business and your supply chain? (Please note the term sustainability includes carbon, environmental management, waste, <u>water</u> , materials, biodiversity, community, ethics and procurement). If 'yes, please describe your programme of work or action plan to develop sustainability competence across your business and down your supply chain.	Construction	Call-off
3	Please detail how you ensure materials and products relevant to this tender are sustainably sourced, produced and delivered E.g. FSCS	STEMED	Call-off
4	Please explain how you manage other environmental impacts related to cleaning e.g. reduced water use, reduced packaging, low energy equipment	Soft FM	Call-off

<b>Social Value TOMS</b>
NT72-RE42, NT72-RE43,

**7** AFFORDABLE AND  
CLEAN ENERGY



1 in 7 people lack access to electricity, and most of them live in rural areas in the developing world.

3 billion people rely on polluting and unhealthy fuels for cooking.

No	Question	Category	When?
1	What could you do to help the Institution reduce carbon emissions and drive our commitment to environmental sustainability?	Any	Any
2	In relation to the subject matter of the contract, what experience and capability do you have of providing and or advising on energy-efficient goods?	Goods	Any

**Social Value TOMS**

RE39, RE37, RE38, RE40





An estimated 172 million people were without work in 2018, a 5% global unemployment rate.

2 billion workers were in 'informal' employment, approximately 60% of the workforce.

No	Question	Category	When?
1	Does your organisation actively employ individuals from disadvantaged groups? If yes, please provide further details.	General	Any
2	How do you ensure that workers in your supply chain are not in debt bondage and have not surrendered personal items such as passports to secure employment?	ICT/Stemed/Textiles/Construction/	Any
3	How do you ensure that any recruitment fee for employment is borne by the employer and not the employee?	ICT/Stemed/Textiles/Construction/cleaning services	Any
4	Please describe how you ensure that the Labour conditions of workers in the supply chain involved in providing Goods or Services of this Framework meet the International Labour Organisation (ILO) standards. Please include information on how your company works with suppliers in the case of any breaches of the ILO standards.	ICT/Stemed/Textiles/Construction//cleaning services	Any
5	What steps, if any, have you put in place or plan to put in place, with timescales of implementation, for ensuring all of your supply chains are in accordance with the Ethical Trading Initiative Base Code,	Any	Any
6	Please describe the steps that your organisation takes to ensure that all workers, including temporary staff and contracted workers, have the same working conditions as full time employees, e.g. wages, sickness absence and overtime rates, etc.	Any	Any
7	Does your organisation ensure that sub-contractors are paid within 30 days? If Yes, please describe how you would do this?	Any	Any
8	The Institution is seeking to maximise the benefits available through this partnership to align with the Institution's strategy. Please detail how you can help the Institution meet its aims of engaging with apprenticeships and internships.	Any	Any
9	With regard to the organisation's description of its recruitment practices, does it include open recruitment methods such as the use of job centres, careers service and press advertisements?	Any	Any
10	Do you take steps to increase local employment opportunities, such as offering opportunities for long-term unemployed or NEETs or offering paid work placements for young adults? If 'Yes', please explain how you achieve this.	Any	Any
11	How do you ensure that there is no forced labour or prison labour used in your supply chains?	Any	Any

12	How do you ensure that workers in your supply chain are not working excessive hours? (eg no more than 48 hours per week before overtime)	Any	Any
13	How do you ensure that, where allowed by national law that all workers are given at least one day off in 7, or 2 days off in any 14 day period?	Any	Any
14	How do you ensure that no worker is working more than 60 hours per week, including any overtime? Except in exceptional circumstances and allowed by national law?	Any	Any
15	How do you ensure that workers in your supply chains have access to trade unions or collective bargaining initiatives that wholly run and represented by the employees?	Any	Any

<b>Social Value TOMS</b>
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NT3, RE4, NT3a, NT3b, NT3c, NT3d, NT4, RE5, NT4a, NT5, RE6, NT5a, NT6, RE7, NT6a, RE57, RE58, RE71, RE72, NT7, RE8, Nt10, RE12, NT10a, NT10b, NT9a
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4 billion people do not have access to the internet, 90% of them are in developing world.

20 million people are expected to be working in renewable energy sectors by 2020.

No	Question	Category	When?
1	Please enclose an organisational chart showing roles and responsibilities for sustainability within your organisation.	Any	All
2	Please provide a job description or person profile of the employee in your organisation responsible for managing sustainability. Please outline specific skills, experience, qualification, memberships of professional bodies in relation to sustainability.	Any	All
3	How do you ensure that you and organisations within your supply chains comply with all appropriate financial and tax regulations in the countries in which they operate?	Any	Any
4	How do you ensure that the organisations you engage in your supply chains are not involved in any kind of corruption, bribery, financing terrorism, anti-competitive activities/cartels etc	Any	Any
5	How do you ensure that the organisations in your supply chains do not use unfair contract terms or exploit their position as market leader by dominating other parts of the supply chain.	Any	Any
6	How do you offer protection to those raising concerns about operating or working conditions, eg Whistleblower protection?	Any	Any

**Social Value TOMS**

Any



By 2050 the top 1% will have 39% of global wealth if we carry on 'business as usual'.

No	Question	Category	When?
1	Under the Equality Act 2010, unlawful discrimination can be on the grounds of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation. Please demonstrate how your organisation has embedded its statutory obligations and how it has proactively implemented an equal and non-discriminatory treatment to all workers under the Equality Act 2010? Please describe how this is cascaded through your supply chain and remuneration packages in yours and your supply chains employee packages?	Any	Any
2	How does your organisation ensure and monitor the delivery of all work through fair and ethical employment practices? Explain in no more than 100 words	Any	Any
3	In the last three years, has any finding of unlawful discrimination been made against your organisation by any court or industrial tribunal? If yes, please provide details and what steps were taken as a consequence of that finding:	Any	Any
4	Who is responsible for dealing with equal opportunities in your organisation? Please provide a job description or person profile for this area of responsibility.	Any	Any
5	Is it the organisation's policy to comply with its statutory obligations to staff, applicants and service users as contained in discrimination law?	Any	Any
6	Has the organisation provided an equality and diversity (or equal opportunities) policy? If yes, does the policy cover how the organisation manages recruitment, selection, promotion, training, discipline & dismissal?	Any	Any
7	Does the equality and diversity (or equal opportunities) policy include or describe:	Any	Any
8	Does the organisation state how often it reviews its equal opportunities/ employment policy? If yes, how often is it reviewed?	Any	Any
9	Does your organisation monitor the profile of its staff according to: age? gender? disability? ethnicity? sexual orientation? religion and belief? If yes, how regularly is monitoring undertaken?	Any	Any
10	Does the organisation regularly monitor external applicants by age, gender, disability, and ethnicity or by additional equality categories such as sexual orientation, religion and belief?	Any	Any

11	What action has your organisation taken to meet the requirements of the Equality Act 2010?	Any	Any
12	<p>Please detail how your organisation will promote Equality and Diversity through the life of this Framework Agreement. Your response should include:</p> <ul style="list-style-type: none"> <li>• Raising awareness and communication of Equality and Diversity within the organisation</li> <li>• Embedding Equality and Diversity in recruitment, selection, training, promotion and policies and procedures</li> <li>• What recourse individuals have if they feel discriminated against;</li> <li>• Sanction in place for those found guilty of discrimination</li> <li>• Managing Equality and Diversity within your supply chain including contractual conditions with your suppliers (i.e. Supply Chain Code of Conduct).</li> </ul>	Any	Any

<b>Social Value TOMS</b>
NT21, RE25



4.2bn, 55% of the world's population live in cities.

Cities produce 70% of carbon emissions.

828 million people are estimated to live in slums, and the number is rising.

No	Question	Category	When?
1	Social Value Act 2012 - Sustainable Recruitment. What opportunities can you provide to Institutions to help their student employability requirements? Such as work placement, graduation programmes, temporary or permanent roles.	Any	Any
2	Does your organisation have a current sustainability policy or statement? If yes please attach.	Any	Any
3	Please can you give examples of corporate social responsibility in action for example, generating employment and training opportunities for long-term unemployed people; providing training opportunities for young people; promoting supply-chain opportunities to new and small enterprises	Any	Call-off
4	Do you have a programme or action plan in place to develop the sustainability competence of your business and your supply chain? (Please note the term sustainability includes carbon, environmental management, waste, water, materials, biodiversity, community, ethics and procurement). If 'yes, please describe your programme of work or action plan to develop sustainability competence across your business and down your supply chain.	Any	Call-off
5	Raw materials used in the IT electronics industry are frequently drawn from developing nations and/or regions affected by conflict and political instability. These may then pass through several intermediaries prior to their final assembly. How will your sourcing and supply chain strategy ensure that appropriate and comprehensive systems are in place to minimise or avoid potential ethical and social risks on behalf of our Institutions?	ICT	Framework
6	Please give details of your projected environmental investments in the next 24 months, including investment levels expressed as a percentage of current revenues.	Any	Call-off

**Social Value TOMS**

NT2, NT3, NT11, NT12, NT14, NT19a, NT21, NT35, NT47, NT67,



1.3 billion tons of food is wasted every year.

The food sector accounts for 22% of greenhouse emissions, largely from turning forests into farmland.

No	Question	Category	When?
1	Please describe how your organisation measures and monitors its environmental impact; and the steps put in place to reduce identified environmental impacts (e.g. recycling, single use packaging and general plastic usage, energy efficiency measures, etc.)	Any	Any
2	Describe the arrangements you have for your operational waste disposal which ensure minimisation of environmental pollution.	Any	Any
3	The Institution would like to be made aware of prices for key consumable items and their typical life expectancy. We would expect price visibility, in the form of a price list, for all consumables, again expecting any future increase in these prices to be in line with inflation or RPI indicators. We would also like to be given your normal delivery time for these items.	Any goods	Any
4	The Institution will have to consider the costs of disposal at the end of the equipment's working life. As part of your response, we would like your opinion with regard to potential disposal costs and any environmental legislation, which may apply. Please provide advice on any alternatives to disposal, which might be considered to reduce costs. Your response might include an indication of an estimated residual value that we might expect to receive at the end of the equipment's working life (expressed as a percentage of the purchase price) by way of a 'trade in' against new equipment.	Any goods	Any
5	Does your company have policies to maximise recycling and minimising output of waste for disposal in landfill? Provide details including copies of any relevant policies and certificates.	Catering	Any
6	How does the organisation reduce environmental impacts throughout the whole life of products/ services (taking into account disposal and the supply chain)	Any goods	Any
7	The Institution may require the contractor to provide a trade in and recycling scheme to return to the manufacturer any redundant equipment supplied or maintained under this contract in exchange for an additional discount off new equipment purchases. Tenderers shall explain how they will meet this requirement, including as part of the response: 1. Details of any trade in and recycling scheme available for collection and recycling of redundant equipment; 2. details of the procedures and processes for ensuring that faulty equipment containing data is destroyed or that all Institution data is removed from returned equipment. 3. Details of the procedures and processes for safe and secure disposal of equipment under WEEE regulations 4. The location of recycling site(s) and details of any subcontractors involved in the disposal process to evidence that they meet relevant requirements.	Any goods	Any
8	The successful tenderer will be required to collect packaging after delivery to allow for re-use or recycling, in addition the successful tenderer will be required to confirm what percentage of packaging is made from recycled	Any Goods	Any

	materials. Tenderers should provide details and state how they will meet this requirement.		
9	Is your organisation registered with a WEEE (Waste Electronic & Electrical Equipment) compliant scheme? If yes, please provide evidence of your registration.	ICT / STEMED	SQ or ITT
10	Please provide details of any documented targets your organisation has to increase the re-use and recycling of packaging and reduce the amount going to landfill?	Any Goods	Any
11	Do you have a policy and systems in place to prove that your products have been made with constituent materials that have been responsibly sourced? (In the UK, evidence may include attainment of BES 6001 or equivalent). If yes, please provide details	Any Goods	Any
12	Please confirm how you will support the Institution to ensure that a strategy of re-use, refurbishment and repair are considered before committing to new furniture solutions. How will you ensure this approach is followed?	Furniture	ITT or Call off
13	Please confirm that the furniture provided for this framework is recyclable and please provide details on the following: Your strategy for recycling noting that there will be legacy as well as new products to be considered Your policy on reuse/recycling regarding packaging after delivery Furniture components and detailing if recycled parts are used in products	Furniture	ITT of Call off
14	In relation to the subject matter of the contract, what knowledge, capacity and experience do you have of providing and or advising on the supply of products that meet the criteria of the EU Ecolabel or equivalent environmental standards?	Any Goods	Any
15	In relation to the subject matter of the contract, please detail your capability in and experience of providing and or advising on a packaging take-back scheme.	Any goods	Any
16	The Institution currently has an agreement in place with a waste contractor that specialises in IT equipment disposal and it is envisaged that end of life laptops and related accessories purchased under this contract will be disposed of via that route. However, the Institution may be interested in any service that the Provider can offer in respect of device disposal. Please provide details of any service you can offer, including costs. This must include data cleansing to an appropriate standard.	ICT	Any
17	Does your organisation conform to the Government Buying standards for IT equipment? The standards can be found at <a href="https://www.gov.uk/government/collections/sustainable-procurement-the-government-buying-standards-gbs">https://www.gov.uk/government/collections/sustainable-procurement-the-government-buying-standards-gbs</a> ? If no, please confirm whether you intend to comply with these standards, where possible giving anticipated timeframes	ICT	Any
18	Please confirm if you are a member of either 'SUSTAIN' or NetPostives with regard to Sustainability. This report contained in either of the above will be evaluated and scored.	Any	Any

<b>Social Value TOMS</b>
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Any
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Sea levels have risen by 20cm since 1880 and are projected to rise by anything up to another 120cm by 2100.

To limit warming to 1.5°C, global net CO<sub>2</sub> emissions must drop 45% by 2030.

No	Question	Category	When?
1	Does the organisation have time bound, measurable environmental targets e.g. carbon reduction?	Any	Any
2	Give examples of how you have used innovation to improve the sustainability credentials of your product/ service.	Any	Any
3	The Institution is fully committed to its sustainability policy and objectives. In relation to the specific requirements of this ITT please state your commitments, obligations and future developments in relation to sustainability (or those of the manufacturer) including but not limited to <ul style="list-style-type: none"> <li>• energy optimisation of the product range (and any associated accreditations)</li> <li>• length of product life</li> <li>• use of toxic materials within production process</li> <li>• product efficiency</li> <li>• percentage of product manufactured from recycled materials and / or is recyclable.</li> </ul>	Any	Any
4	What actions has your company taken to minimise the CO <sub>2</sub> impact of your (or your 3rd party) vehicle fleet across your entire company, and how do you track that impact? Include details on: <ul style="list-style-type: none"> <li>• specific targets in place</li> <li>• achievements to date</li> <li>• technology used to reduce CO<sub>2</sub> emissions</li> </ul> Please note that institutions will not be liable to pay for any additional charges linked to clean air zones etc. for the duration of the framework.	Goods	Any
5	Do you have suitable arrangements in place to minimise your company's fuel consumption?	Any	Any
6	Carbon Off-setting. Please describe any initiatives that will be in place within your organisation to offset your carbon emissions in relation to this Framework Agreement.	Any	Any
7	Have you acknowledged the Global Climate Emergency and published a meaningful action plan to work towards carbon neutrality?	Any	Any

#### Social Value TOMS

NT48, NT49, NT53, RE70, NT54, NT10b, NT15a, RE18a, RE73, NT33, NT44, NT64, RRE39, RE41, RE61, RE62, NT45, RE37,



The ocean covers 75% of earth's surface.

Oceans absorb 30% of carbon dioxide produced by humans, buffering the impacts of global warming.

No	Question	Category	When?
1	Please describe how you are managing your supply chain to ensure that you are not contributing to the pollution of waterways?	Estates/STEMED/ICT	Any
2	Please describe how you are promoting practices for sourcing raw materials in your supply chains that don't contribute to poor mining practices?	Estates/STEMED/ICT	Any
3	Please describe what processes or systems you have in place to ensure kitchen waste oil is properly managed and disposed of?	Catering	Any
4	Please describe any processes or practices you or your suppliers have in place to save water, or use water recycling schemes, or grey water usage schemes?	Any	Any

<b>Social Value TOMS</b>
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RE42
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1.6 billion rely depend on forests for their livelihoods.

More than 80% of all terrestrial species of animals, plants and insects live in forests.

No	Question	Category	When?
1	Do your proposed products contain palm oil? Yes / No	Goods/ Catering	Any
2	Has your company had any prosecutions with respect to environmental legislation within the last five years? (Relevant bodies include Environment Agency and local authorities). (You need not disclose details of spent convictions.)	Goods	Any
3	At the time of the signing of this application, do you know of any facts or circumstances which may reasonably be expected to result in a claim or claims being asserted against your company for environmental clean-up or response, or for bodily injury or property damage arising from the release of pollutants into the environment?	Goods	Any
4	Do you check the environmental performance of your sub-contractors and suppliers?	Goods	Any
5	Do you have a specific procedure for any complaints regarding environmental issues?	Any	Any
6	Does your organisation currently have a published Environmental Policy for the management of construction-related environmental issues? If 'Yes', you will be asked to produce this if you are successful at award stage.	Any	Any
7	Do you have documented arrangements for ensuring that your environmental management procedures are effective in reducing/preventing significant impacts on the environment?	Any	Any
8	Do you have arrangements for providing employees who will engage in construction, with training and information on construction-related environmental issues?	Estates	Any
9	Is there an option for using fair trade cotton or responsible sourcing of other raw materials, in the production of Personal Protective garments, if required by the Institution?	Any	Any

#### Social Value TOMS

NT53, RE70, RE65, NT67, NT47, RE48a, NT68, RE74



1 billion people are legally 'invisible' because they cannot prove who they are. 625million are children under 14 whose births were not registered.

49 countries lack laws protecting women from domestic violence.

No	Question	Category	When?
1	How is your MSA statement monitored within your organisation to ensure its use and effectiveness? In addition to overarching CEO/Board ownership of the statement/policy, is there delegated responsibility to other senior management staff for reviewing internal controls and procedures?	Any	Call-off
2	Do you have a whistleblowing policy? If there have been any incidents, what steps have you taken to address these?	Any	Framework
3	If any, what type of training provided to staff on the issue of modern slavery within supply chains and who is eligible for this training?	Any	Any
4	And what is your methodology for ensuring you comply with the principals of Modern Slavery within your full supply chain.	Any	Any
5	Considering this framework will include working in an educational environment, in particular where students may be children or vulnerable adults; what policies has your organisation implemented with regards to safeguarding? How do you ensure your staff are fully versed with these policies and trained in safeguarding measures	Any	Call-off
6	Do you hold membership and actively participate in either the Ethical Trading Initiative (ETI Stone Group), the TFT Responsible Stone Program or the United Nations Global Compact? If yes, you may be asked to provide a copy of certification on award.	Any/ Construction	Call-off
7	Please describe how you will audit your suppliers' factories/premises including site visits, factory facilities, quality assurance systems, social responsibility and compliance, hygiene, health and safety and environmental impacts in relation to this Framework. If you use a third-party to undertake this process, please provide details. Please include which methodology is used, the time frames for the audit process and follow-up monitoring in non-compliance cases.	Any	Call-off
8	How do you ensure that the organisations you work with and those in your supply chain have adequate health and safety and any work deemed as hazardous is only done by persons over 18?	Any	Any
9	How do you ensure that onsite facilities such as catering and accommodation meet appropriate standards and those which you would provide to your own employees		

<b>Social Value TOMS</b>
NT22, NT43, NT59, NT60



The UN Conference on Trade and Development says achieving the SDGs will require \$5 trillion to \$7 trillion in annual investment.

No	Question	Category	When?
1	Please list any relevant certificates and accreditations and submit evidence along with your submission - Example: ISO standards.	Any	SQ
2	Does your organization hold a current ISO 14001 or EMAS or equivalent Environmental Management System certificate which is relevant to this particular contract?	Any	SQ
3	Does your organisation have a written environmental policy endorsed by senior management? If YES please enclose a copy.	Any	SQ
4	Do you have procedures for periodically reviewing, correcting and improving quality performance? <ul style="list-style-type: none"> <li>Request and review if necessary</li> </ul>	Any	SQ or ITT
5	Do you have arrangements for ensuring that your own suppliers apply quality management measures that are appropriate to the work for which they are being engaged? <ul style="list-style-type: none"> <li>Request and review.</li> </ul>	Any	SQ or ITT