



Applicant Guide

NZ Responsible Products Certification

Supporting good business practices and client
Green Star Projects



This certification is recognised by Green Star Rating Tools

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Version 1.2.6

Document Approval and Revision

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Please note:

this document is updated occasionally due to user feedback.

Always refer to the current version available through the SSC audit portal or SSC Website certifications page.

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1. About the SSC Responsible Product Certification

The SSC Responsible Product Certification Programme has been developed in response to the increasing global focus on the sustainability and decarbonisation of the construction industry. Demand continues to grow for lower embodied carbon, more sustainable construction materials, and demonstrably responsible business practices throughout the building supply chain.

Across New Zealand and Australia, clients, asset owners, designers, contractors, and developers are increasingly seeking independent evidence of sustainability performance from both products and suppliers. In particular, there is growing demand for products and organisations that contribute towards Green Star certification and other recognised sustainability frameworks.

To support this demand, the Sustainable Steel Council (SSC), Steel Sustainability Australia (SSA), and the Green Building Council of Australia (GBCA) have collaborated to develop a robust sustainability certification programme specifically for the steel sector. The programme is recognised by the New Zealand Green Building Council (NZGBC) and the Green Building Council of Australia (GBCA) as a credible pathway for demonstrating sustainability performance across the steel value chain.

The programme engages organisations throughout the steel supply chain, including steel manufacturers, importers, distributors, reinforcing processors, fabricators, roll formers, recyclers, and installers. Certification evaluates both the applicant organisation and, where relevant, the sourcing of steel products from upstream manufacturers against recognised environmental, social, and governance (ESG) performance criteria.

The Responsible Product Certification Programme provides a consistent framework for assessing and recognising organisations that demonstrate leadership in governance, responsible sourcing, worker wellbeing, environmental performance, and circular economy outcomes.

This document outlines the principles, requirements, and evidence criteria for achieving certification under the Sustainable Steel Council Responsible Product Certification Programme.

The Responsible Product Certification Programme has been adapted under licence from the Australian Steel Institute's Steel Sustainability Australia (SSA) Certification Programme, providing a best-practice framework for assessing sustainability performance within the New Zealand steel industry.

Assessment Framework

Applicants are assessed against the programme's principles and supporting criteria, including:

- Corporate governance and management systems that demonstrate business integrity, accountability, and effective organisational management.
- The implementation of appropriate management, monitoring, and control systems within manufacturing and processing operations.

- Systems and processes that identify, manage, and reduce environmental, social, health, and safety impacts associated with steel products, both within site operations and across the wider supply chain.

Certification is based on a pass/fail assessment methodology. To achieve a certification level, applicants must successfully meet **all** mandatory requirements applicable to that certification level.

Certification Principles

Certification is assessed against five Responsible Product Principles:

1. Governance
2. Responsible
3. Healthy
4. Positive
5. Circular

Each principle is described in this document, together with the associated compliance requirements, evidence expectations, guidance notes, and supporting resources available through the online audit portal.

Responsible Product Value (RPV)

SSC certification recognises the overall sustainability performance of certified organisations. As the programme is recognised by the Green Building Councils at the level of the overall certification, SSC is unable to allocate Responsible Product Value (RPV) points to individual credits or assessment criteria.

Where project teams require recognition of specific product attributes or individual credits, additional pathways may be available through the Green Building Council of Australia certification process.

2. Responsible Products Framework

The Green Star building rating system incorporates the Responsible Products Framework as a means of recognising products and suppliers that demonstrate leading environmental, social, and governance performance. Through this framework, products are assigned a **Responsible Product Value (RPV)** that may contribute towards compliance with a range of Green Star credits within the Responsible category.

The Responsible Products Framework was developed to help assess the sustainability performance of products and supply chains and to encourage continuous improvement across the construction industry. The framework recognises sustainability initiatives and practices that align with five key principles:

- Governance
- Responsible
- Healthy
- Positive
- Circular

Together, these principles provide a holistic assessment of how organisations manage their operations, products, environmental impacts, social responsibilities, and contribution to a more circular economy.

The framework provides flexibility for suppliers of raw materials, steel products, and finished steel components to have their sustainability initiatives recognised, provided they can demonstrate compliance with the relevant framework requirements.

Each recognised sustainability initiative contributes to a product's overall Responsible Product Value (RPV). Where a product complies with multiple recognised initiatives, the applicable RPV scores are combined to determine the product's final RPV.

The Responsible Product Value is the measure used within Green Star to determine the extent to which a product contributes towards Responsible Products credit requirements. Each product receives its own RPV based on the verified sustainability attributes and initiatives associated with that product.

Manufacturers and suppliers can demonstrate compliance with recognised initiatives through a range of approved third-party verified certification schemes. Schemes recognised by the New Zealand Green Building Council (NZGBC) and the Green Building Council of Australia (GBCA) are listed on the Green Building Council of Australia website:

<https://new.gbca.org.au/green-star/rating-system/responsible-products-framework/>

3. Responsible Products Principles

The Sustainable Steel Council (SSC) Certification Programme is based on the principles of the New Zealand and Australian Green Building Councils' Responsible Product Value (RPV) framework. The programme recognises and rewards organisations that demonstrate strong environmental performance, operate transparently, respect human rights, actively reduce carbon emissions, and contribute to a more circular economy.

These principles are not only relevant to certification. They also represent good business practice. Organisations with effective governance, clear processes, and well-documented systems are typically more resilient, more efficient, and better equipped to grow. Strong management systems simplify onboarding, reduce operational risk, support continuous improvement, and create long-term business value by reducing reliance on individual knowledge holders.

3.1 Principle 1. Governance

Objective

The objective of this principle is to demonstrate that the applicant organisation has a strong governance framework, with the policies, processes, systems, and controls necessary to meet the requirements of SSC certification.

The Auditor's Lens

SSC Certified Companies conduct their business with integrity, transparency, and accountability while complying with all relevant legal and regulatory requirements. They maintain effective governance structures and operate with robust environmental, health, and safety management systems.

Certified organisations communicate openly with employees, customers, suppliers, and other stakeholders, creating meaningful opportunities for engagement and feedback. They promote ethical business practices, support fairness and inclusion, and foster a culture of continual improvement throughout their operations.

3.2 Principle 2. Responsible

Objective

The objective of this principle is to ensure that the impacts, origins, and contents of steel products sourced, manufactured, distributed, fabricated, or installed by SSC Certified Companies are transparently disclosed and meet recognised standards of responsible production.

The Auditor's Lens

SSC Certified Companies manage and supply steel products responsibly, with a commitment to transparency throughout the value chain. Product impacts, material composition, and environmental performance are clearly documented and available to customers and stakeholders wherever possible.

Responsible products are supported by credible, science-based environmental assessments and verified information about carbon emissions and environmental impacts. Manufacturers, producers, and suppliers maintain documented environmental management systems that actively manage and reduce the impacts associated with production and supply.

3.3 Principle 3. Healthy

Objective

The objective of this principle is to ensure that products supplied by SSC Certified Companies contribute to healthier environments and positive social outcomes while minimising exposure to harmful substances and practices.

The Auditor's Lens

SSC Certified Companies provide products and services that support safe, healthy, and socially responsible outcomes throughout their lifecycle. They work to minimise harmful impacts on workers, communities, and end users while promoting wellbeing across the supply chain.

Certified organisations maintain documented health and safety systems and procurement practices that identify and manage physical, chemical, and biological risks associated with manufacturing, sourcing, fabrication, and installation activities.

These organisations also take active steps to address modern slavery and labour exploitation risks within their supply chains. They seek to promote fair working conditions, respect for human rights, and equitable treatment for all people involved in the sourcing, manufacture, and delivery of their products and services.

3.4 Principle 4. Positive

Objective

The objective of this principle is to minimise environmental impacts arising from business activities and manufacturing processes while supporting a transition to a lower-carbon and more sustainable future.

The Auditor's Lens

SSC Certified Companies contribute to positive environmental outcomes through responsible sourcing, emissions reduction, and continual environmental improvement. Carbon reduction, decarbonisation pathways, and, where possible, carbon neutrality are important measures of performance under this principle.

Companies demonstrate that steel feedstock and associated materials are responsibly sourced and that suppliers are selected with consideration for environmental performance and resource stewardship. Distributors, fabricators, and installers can show that their purchasing decisions support lower-impact production methods and responsible resource extraction.

Positive products and services contribute to reduced impacts on air, water, land, and biodiversity. Organisations demonstrate an ongoing commitment to measuring, managing, and continuously reducing their environmental footprint over time.

3.5 Principle 5. Circular

Objective

The objective of this principle is to encourage the efficient use of resources, reduce waste, and support the transition to a circular economy through responsible sourcing, reuse, recovery, and recycling.

The Auditor's Lens

SSC Certified Companies manufacture, source, supply, fabricate, and install products in ways that contribute to a more circular economy. They seek to reduce dependence on virgin raw materials, minimise waste generation, and maximise opportunities for reuse, recycling, recovery, and remanufacturing.

Organisations operating within a circular framework implement strategies that extend material life, improve resource efficiency, and keep valuable materials in productive use for as long as possible. These practices reduce pressure on natural systems and decrease the environmental impacts associated with extraction, processing, and disposal.

Outcomes that support nature, conserve resources, and reduce waste are central to this principle. SSC Certified Companies demonstrate a commitment to continual improvement in circular economy performance and contribute to a more sustainable and resilient built environment.

4. Certification Technical Requirements

4.1 Which certification level do I need?

Responsible Product Certification provides a recognised pathway for steel distributors, fabricators, and other supply chain participants to demonstrate sustainability performance and contribute Responsible Product Value (RPV) credits towards Green Star certified buildings. As demand for independently verified environmental credentials continues to grow, SSC members are increasingly being asked by customers to provide evidence of sustainability certification and support Green Star project requirements.

Note: If an applicant is seeking certification under GBC's previous *design and as-built* (DAB) guidelines, a minimum certification at the new system's Level 1 is required.

4.2 Certification Levels

Responsible Product Value Certification				
	RP Level 1	RP Level 2b (No EPD)	RP Level 2a (EPD)	RP Level 3
Governance				
1.1 Business Integrity				
1.2a Management Systems: Governance				
1.2b Management Systems: Safety Management				
1.3 Stakeholder Engagement				
Responsible				
2.1 Environmental Management System				
2.2 Environmental Product Declaration (EPD)				
2.3 Health Impacts Declaration				
Healthy				
3.1 Paints and Coatings				
3.2 Manufacturing OH&S Management				
3.3 Not Required				
3.4 Modern Slavery				
Positive				
4.1 Steel Supply Sourcing				
4.2 Carbon Emissions Reduction (Mfg)				
Circular				
5.1 Resource Management				
Responsible Products Values (RPVs)	4	11	14	18

4.3 Alternative Compliance Pathways

The audit criteria are based on the Responsible Products Programme requirements specified by the relevant Green Building Council framework.

Where an applicant is unable to satisfy the prescribed evidence requirements for a particular credit, they may propose an alternative pathway to compliance, provided they can demonstrate that the intent and outcomes of the credit are fully achieved.

Applicants seeking approval of an alternative pathway must submit a written justification that:

- a) Explains why the prescribed evidence pathway is not suitable or practical in their circumstances.
- b) Demonstrates how the proposed alternative approach satisfies the intent and objectives of the credit.
- c) Provides evidence that all relevant aspects of the credit requirements have been addressed.

The Sustainable Steel Council will assess the proposed pathway against the programme requirements. Where the alternative pathway is accepted, compliance will be assessed against the approved alternative requirements rather than the standard credit criteria.

As the Responsible Products Programme evolves, approved alternative pathways may be incorporated into future revisions of the certification programme where they are considered broadly applicable and beneficial to other participants.

The Sustainable Steel Council reserves the right to adopt, modify, and incorporate accepted alternative pathways into future versions of the programme, guidance material, assessment tools, or related documentation without compensation or attribution to the originating applicant.

4.4 Revision to the Technical Requirements

The technical requirements contained within this document have been developed through consultation with the Australian Steel Institute (ASI), the Green Building Council of Australia (GBCA), thinkstep-anz, and members of the Sustainable Steel Council (SSC).

The technical requirements may be reviewed and updated from time to time, subject to approval by the relevant Green Building Council(s), to reflect industry developments, stakeholder feedback, emerging best practices, and evolving market expectations. Revisions may also be informed by input from SSC applicants, certified organisations, clients, and the auditing body appointed by the SSC, and will be undertaken in accordance with the SSC Consensus Decision Making Policy.

SSC members and certified organisations will be advised of any changes to the technical requirements. Unless otherwise specified, revisions will apply prospectively and will not affect certifications that have already been awarded under earlier versions of the programme.

The GBCA and SSC reserve the right to strengthen compliance requirements, evidential thresholds, and performance expectations as the programme matures and as new technologies, innovations, and industry benchmarks emerge. This ensures that the Responsible Product Certification Programme continues to drive meaningful sustainability outcomes and maintains alignment with industry best practice.

Feedback on the SSC Responsible Product Certification Programme and its technical requirements is welcomed and may be submitted in writing to:

audit@sustainablesteel.org.nz

5. Use of Artificial Intelligence (AI) Tools

The SSC recognises that applicants may choose to use Artificial Intelligence (AI) tools to assist in the development of templates, policies, procedures, guidance documents, and other management system resources. The use of AI-assisted tools is becoming an increasingly common business practice and may provide a useful starting point for developing documentation.

However, documents generated wholly or partially using AI tools must be reviewed, customised, and adapted to accurately reflect the applicant's own business activities, risks, processes, and organisational practices. The Responsible Product Certification Programme will not accept generic AI-generated content that has not been appropriately tailored to the applicant's specific circumstances.

Regardless of how documents are created, applicants must be able to demonstrate that the documented policies, procedures, and systems have been implemented within the business and are actively used to support day-to-day operations.

Audit assessments will focus on the effectiveness, suitability, and deployment of management systems and practices rather than the method used to create the supporting documentation.

Customisation Requirements for AI-Generated Content

Where AI-generated content is used, applicants should ensure that the resulting documents are customised to reflect their specific business. Appropriate customisation may include:

- Incorporating the organisation's structure, roles, responsibilities, and reporting lines.
- Reflecting the applicant's actual products, services, operations, and locations.
- Identifying business-specific environmental, health and safety, quality, social, and governance risks.
- Referencing the organisation's existing systems, procedures, forms, records, and management processes.
- Aligning responsibilities and decision-making authorities with actual personnel and positions.
- Incorporating relevant legal, regulatory, customer, and certification requirements applicable to the business.
- Removing generic content that is not relevant to the organisation's activities.
- Including evidence of implementation, monitoring, review, and continual improvement processes relevant to the business.

Applicants must be able to demonstrate that any AI-generated content has been reviewed by competent personnel and adapted to reflect the organisation's actual operations and management practices. Documentation that remains generic, contains inaccurate business information, references non-existent processes, or cannot be demonstrated to be in operational use may be deemed non-compliant during the audit process.

6. Preparing Your Audit Submission

The following pages provide guidance to preparing evidence for your audit.

BEFORE YOU START:

Some quick notes once you have your audit portal invitation:

- Please download a copy of the **RPP Easy Planner** – select the level you want to be audited to – and open that tab in the workbook – then use that to plan your approach to the audit.

Our SSC Audit Support Specialist will guide you in that decision.

- The on-line audit app is set up to open a new browser tab when you are working on your submission – the home page tab will always be open for you to go back to – so you can access links and templates
- None of the SSC Level criteria applies to the RPP audits
- Remember to **click SAVE** before you finish a session in the portal.
- Please be aware that there is a **12 month grace period** for Credit 4.1 if this is your first SSC RPP audit – you will need to follow the grace period requirements at 4.1 to invoke this.

Please note that we have set up a template with options for your steel merchant to respond to the 4.1 template – if they are uncertain about what they need to give you – the template can be downloaded from the 'Documents Tab under 4.1 – you can send that to them.

Principle 1: Governance

Credit 1.1 Business Integrity

Code of Conduct:

The Applicant promotes ethical and responsible decision-making and complies with all relevant policies, laws, regulations, and codes of best business practice.

Guidance:

A Code of Conduct is a set of rules or standards of conduct for employees of an organisation to follow, including the relationship between employees and with their customers. They can guard against misconduct and opportunistic behaviour, while fostering long-term changes to business culture.

Records of communication and training of employees in the Code of Conduct must be provided. If there is an external or internal complaint about breaches of the Code of Conduct, evidence that the Applicant has addressed the complaint must be provided.

Supporting Tools:

SSC Code of Conduct template (optional)

Evidence Requirements

The applicant to provide evidence of current certification to ISO:9001

OR

The Applicant's ethics and operating principles are formalised in a written Code of Conduct addressing the following matters:

- Inclusion and Diversity
- Conflicts of interest
- Anti-bribery and corruption
- Whistleblower mechanism
- Confidentiality
- Engaging with communities
- Privacy Policy or statement

Management and employees must be aware of and trained in the Code of Conduct, and the policy should be periodically reviewed.

Credit 1.2 Management Systems

A. Business Governance

The Applicant ensures that the company operates with good operational governance.

Guidance:

Accreditation to ISO 9001 Quality Management Systems is deemed to comply with 1.2A.

Guidance for establishing business governance systems is available at <https://www.business.govt.nz/business-performance/governance/laying-the-groundwork-for-good-governance/>.

Guidance resource available in the SSC audit site resource in library

Evidence Requirements

The applicant to provide evidence of current certification to ISO:9001

OR

The Applicant has a business management system that:

- Documents policies, procedures, and processes to support the implementation of accountable business practices.
- Establishes roles and responsibilities for policy implementation.
- Communicates its policies and procedures to its workers using methods and channels that are easily accessible to them.
- Assigns accountability for policy implementation to senior management.
- Provides processes for document control.

B. Safety Management System

The Applicant ensures that the wellbeing, safety and health of employees, contractors, and visitors are of the highest priority

Guidance:

A policy is a formal statement of intent and direction, approved by the applicant company's senior management.

Supporting Tools:

- ISO 45001:2018 - Occupational health and safety management systems.
- Worksafe guidance for businesses:
<https://www.worksafe.govt.nz/managing-health-and-safety/businesses/>

Evidence Requirements

The applicant to provide evidence of current certification to ISO:45001:2018

OR

Current Site Safe Site Wise certification

OR

Current Tōtika certification

OR

The applicant is a member of the Accident Compensation Corporation (ACC) Accredited Employer Programme.

OR

The Applicant has a documented OH&S management system that is aligned with the main principles of the Standard, including:

- Assigns OH&S accountability to senior management and documents OH&S reporting procedures.
- Adheres to relevant national and jurisdictional safety legal frameworks.
- A system is in place to identify, assess and control all reasonable hazards to the health and safety of employees and records of this are kept
- Has procedures and processes for working safely and reducing exposure to chemicals of concern.
- Has procedures and processes to provide mental health support services to all staff.
- A system is in place for continual improvement of OH&S performance
- Evidence required for chemicals of concern should include a survey/list of Hazardous Chemicals, their SDS and procedures for handling the hazardous chemicals.
- Employees are aware of and trained in the above

Credit 1.3 Stakeholder Engagement

Stakeholder Communication

The Applicant values two-way communication with relevant stakeholders and provides suitable opportunities for communication.

Guidance:

Applicants can choose to complete the SSC template provided or provide evidence in another form. Either way, Applicants are to determine who their relevant stakeholders are, including suppliers, customers, and employees and identify these and provide evidence of communication in any form including but not limited to emails, memos, website content, or meeting minutes. Applicants are welcome to use SSC material available on the SSC audit site to support stakeholder engagement.

Supporting Tools:

SSC Stakeholder Communications template (optional)

Evidence Requirements

The Applicant implements a communications strategy and process to:

- Identify and document key stakeholders and the matters they may be interested in
- inform stakeholders about the Sustainable Steel Council Programme
- engage with relevant stakeholders on issues relating to its performance against the Sustainable Steel Council certification Programme
- provide opportunities for stakeholders to engage on issues which matter to them
- invite feedback on company performance or other aspects of operation

Principle 2: Responsible

Credit 2.1 Environmental Management System

Environmental Management System

The Applicant has an environmental management system in place to manage the environmental impacts from the manufacturing of the product.

Guidance:

Guidance for small to medium-sized enterprises on environmental management, legal obligations and support to help reduce your business's environmental impact can be accessed on the New Zealand Government Business Support website.

Evidence Requirements

- Evidence of current ISO:14001 or Toitu Enviromark Gold or Diamond certification
- **OR**
- If the Applicant company has over \$10 million annual revenue and has over 50 staff, the Environmental Management system must be certified to a recognised standard such as ISO14001, BS 7750, European Community's EMAS or the EPA Environmental Management Systems Guidelines. Or Toitu Enviromark Gold or Diamond Certification
- **OR**
- If the applicant's annual turnover is less than \$10M, the environmental management system includes effective documented procedures that:
 - identify the Applicant's environmental risks and adverse impacts (including management provisions to prevent and mitigate these impacts)
 - incorporate key performance indicators for the main environmental risks and impact areas
 - measure performance against key performance indicators and implement corrective action
 - incorporate a process to continuously and materially improve operations and reduce environmental impacts
 - Evidence that the above procedures or policies are active in the business
(i.e evidence **may** include: communications, reviews, updates, audits, induction processes, training records, employee signed policies etc.)

Credit 2.2 Environmental Product Declaration

The Applicant can provide a product-specific environmental product declaration/s (EPD) for the steel product/s they manufacture, on request. EPDs must be provided for at least the minimum threshold value (MTV) - 70% - of the finished steel product/s manufactured.

Exemption: *Applicants that manufacture custom, made-to-order steel products, rather than a defined steel product range, are exempt from verifying their contribution of additional manufacturing GWP (Global Warming Potential)*

Guidance:

Option 1. It is expected that the applicant is sourcing the majority of its steel from suppliers that are verified by SSC or ASI or hold SSC Responsible Products certification. If so, evidence of the supplier's certification is deemed to satisfy the evidence criteria for Credit 2.2

OR

The applicant is deemed to comply if 70% or more of the applicant's steel is sourced from SSC Responsible Products certified suppliers, or suppliers verified on the SSC or ASI web portal.

OR

Applicants must be able to provide a verified product-specific EPD/s (or third-party verified Life Cycle Assessment) either published by their own company covering the steel product/s they manufacture (option 1) OR published by their steel product supplier/s covering the steel products (option 2) on the condition that at least 70% (by weight) of the steel feedstock materials used to manufacture the Applicants steel product/s are covered, and the Applicant's GWP is within 10% variance of the supplier EPD/s. The SSC Steel Supply Sourcing and EPD template (where applicable) must be completed in full to verify these two conditions.

Supporting Tools:

- SSC EPD template (**mandatory** for option 2, unless exempt)
- SSC Steel Supply Sourcing form (**mandatory**)
- EPD International: <https://www.environdec.com/library>
- EPD Australasia: <https://epd-australasia.com/epd-search/>

Evidence Requirements

a) Applicants to provide evidence that at least 70% of steel purchases (excluding fixings) are sourced from suppliers that are currently certified to Responsible Products Level 3 or Level 2b (including EPDs), and/or sourced from SSC or ASI verified steel suppliers.

OR

b) a verified product specific Environmental Product Declaration published by the Applicant, in accordance with EN 15804 Sustainability of construction works – Environmental product declarations – Core rules for the product category of construction products.

The product-specific EPD/s provided must:

- Comply with EN 15804
- Include all required environmental impact categories, including disclosure of carbon emissions
- Specifically, apply to the product/s supplied
- Cover at least the MTV (by weight) of the finished steel product/s manufactured

The **minimum threshold value (MTV)** is a set value to represent a portion of the finished steel product/s manufactured and supplied by the Applicant. **The MTV is currently (2024) set at 70% and will increase over time.**

OR

c) a steel feedstock suppliers verified, published Environmental Product Declaration (compliant with EN 15804) provided by the downstream producer on the basis that the Global Warming Impact (GWP) contributed by the downstream producer is <10% of the total feedstock impact, and therefore is no greater than the +/- 10% normal variance in EPD impact data.

- data representing the Applicant's annual energy use shall also be provided, including both renewable and non-renewable electricity and on-site fuel use such as natural gas, LPG, etc.

OR

d) a third party verified Life Cycle Assessment which complies with the methodology included in EN 15804 (but is not associated with a published EPD)

Where option 2 is used, all material inputs ('steel feedstock') used to manufacture the finished steel product/s are to be declared as well as their portion by weight (tonnes).

Where quantitative life cycle environmental impacts of a specific product are required in the criteria, the Programme accepts three options:

Credit 2.3 Health Impacts Declaration

Health Impacts Declaration

The Applicant has published a Health Impacts Declaration(s) for the raw or finished steel products.

A Health Impacts Declaration(s) is provided to:

- ☐ provide a full disclosure of any potential physical and chemical health impacts
- ☐ explain the hazards and mitigating actions in everyday language
- ☐ ensure that required safeguards are clearly explained

Supporting Tools:

- SSC Health Impacts Declaration template (**mandatory**)

Guidance:

Applicants must use the SSA Credit 2.3 - Health Impacts Declaration.

The Health Impacts Declaration(s) must include:

- ☐ Relevant lifecycle phases – transport, installation, use maintenance, end of life
- ☐ Physical and chemical health impacts
- ☐ Normal SDS content related to health impacts
- ☐ Expansion of hazard and risk implications clearly explaining health impacts for users
- ☐ Required safeguards for health and wellbeing during life cycle of product from point of sale through to end of life

The Health Impacts Declaration must be publicly available on the Applicants website, and the content must be written at an accessible level by all who need to understand the safety precautions related to using the product. It must address all known hazards, both those included in the SDS (if one exists) and any other known physical and chemical hazards.

Applicants must use the SSC supplied template or alternative complying certification.

Evidence Requirements

The Health Impacts Declaration(s) must include:

- Relevant lifecycle phases – transport, installation, use, maintenance, end of life
- Physical and chemical health impacts
- Normal SDS (Safety Data Sheet) content related to health impacts
- Expansion of hazard and risk phase implications to explain the health impacts clearly for users
- Required safeguards for health and wellbeing during life cycle of product from point of sale through to end of life

The Health Impacts Declaration must be publicly available on the Applicant's website and the content must be written at an accessible level by all who need to understand the safety precautions related to using the product. It must address all known hazards, both those included in the SDS (if one exists) and any other known physical and chemical hazards.

Principle 3: Healthy

Credit 3.1 Paints and Coatings

Any paints and coatings applied to steel products, by the applicant or its subcontractors, assessed under SSC certification are applied in a way that is safe for workers and occupants of buildings.

Guidance:

Applicants must be able to provide evidence that any paint that was applied, by the applicant or its subcontractors has low VOC.

For clarity – this credit cannot be achieved if the applicant applies high VOC paint or coating regardless of who specified the paint or coating.

Supporting Tools:

- NZGBC Green Star Buildings v1 Exposure to Toxins Credit (refer to Total VOC limits table)
- GBCA FAQ-00332 - <https://www.gbca.org.au/faqs.asp?action=details&faqId=332>
- SSC Letter of Assurance (**mandatory** if no coatings applied) Template provided

Evidence Requirements

The following specifications are required when applying paints and coatings:

1. All paints and coatings applied to steel products, applied both on-site and off-site, must be applied in accordance with the paint manufacturer specifications, including WHS requirements and drying time of paint.
2. Paints and coatings applied on steel at a building site, where the building occupant is not exposed to painted elements will be exempt from requirements
3. Paints and coatings applied by the applicant on steel at a building site, or applied by subcontractors under its control, in regularly occupied areas must be applied according to the manufacturer's directions.
4. Galvanised coatings applied to steel products are exempt from Credit 3.1.

OR

Mandatory Letter of Assurance if no coatings applied - use SSC Template.

Credit 3.2 Manufacturing OH&S Assessment

Workers are protected from physical, chemical, and biological risks of harm.

Guidance:

While this credit is named as 'manufacturing', it applies to any business activity undertaken by the applicant – including but not limited to: fabrication and installation.

Health and wellbeing risks/hazards include but are not limited to:

- physical (noise, slips, trips and falls; abrasions, burns, strains and sprains; manual handling injuries; and inhalation of fumes, dust or fibres),
- chemical (toxic, corrosive, carcinogenic, mutagenic and reprotoxic substances), and
- biological (viruses, bacteria, protozoa and other microorganisms as well as animals, plants and animal or plant products that can create a hazard to human health).

Responsible Products Certification - Evidence Requirements

Evidence of current accreditation to ISO 45001 Occupational Health and Safety Management System

OR

Current Site Safe SiteWide is deemed to comply.

OR

Evidence of membership of NZ Accident Compensation Commission (ACC) Accredited Employers Programme.

OR

The Applicant's OH&S Management System:

- Identifies any potential physical, chemical, and biological hazards to personnel during manufacture.
- Assesses hazards and risks and implements controls to eliminate risks to health and safety so far as is reasonably practicable.
- Provides personnel with the skills and knowledge to identify hazards within the workplace, conduct risk assessments of those hazards and implement appropriate control measures to remedy them.
- Specifies and requires use of appropriate personal protection equipment (PPE)
- Audits compliance to the safety management system.

Credit 3.3 Procurement OH&S Assessment

Credit 3.3 is not required

Credit 3.4 Modern Slavery

Applicants do not engage in modern slavery and seek assurance that it is not present in its supply chain. Where modern slavery is found in the supply chain, there is an implemented plan to remove it.

Guidance:

See the link below to the New Zealand Government Modern Slavery Bill for definition of Modern Slavery

This credit is not intended to cover 'student casual labour' or 'work experience' or 'interns'.

Supporting Tools:

New Zealand Parliament: Modern Slavery Bill – see Section 4, Interpretation [Modern Slavery Bill | New Zealand Legislation](#)

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

Evidence Requirements

EITHER

Applicants to provide evidence that at least 70% of steel purchases (excluding fixings) are sourced from suppliers that are currently certified to the SSA or SSC Responsible products Level 3 or Level 2 and/or sourced from SSA verified steel suppliers and/or Responsible Steel™ accredited mills.

OR

Applicants to provide evidence that at least 70% of steel purchases (excluding fixings) are sourced from suppliers that are currently certified to Responsible Steel™.

OR

Applicants to provide evidence that at least 70% of steel purchases (excluding fixings) are sourced from suppliers that are currently certified to EcoChoice Aotearoa silver or higher

OR

The following documentation should be provided:

- A risk assessment and modern slavery statement.
- Evidence demonstrating that the statement is publicly available on the Applicant website.
- The risk assessment and statement must account for 90% of all materials being sourced from direct suppliers, including international suppliers based on an assessment of risk.

The Applicant must:

- Conduct a risk assessment and release a modern slavery statement. The statement must describe all risks of modern slavery in the supply chain and must document any cases where it has been found.
- The statement must describe how any identified risks will be addressed, and where instances have been found, how they will be eliminated. This information must be publicly available on the Applicant's website.
- All actions being taken to eliminate modern slavery in the supply chain must have a documented and publicly available target, which is reviewed yearly. Detail must be provided outlining how the target will be met.

Principle 4: Positive

Credit 4.1 Steel Supply Sourcing

Steel Supply Sourcing

The Applicant sources steel from manufacturers that meet best practice responsible manufacturing requirements.

The Applicant must:

- Maintain records to demonstrate that the steel feedstock for the steel products assessed, is sourced from SSA verified steel manufacturing suppliers, or suppliers which have been verified to meet best practice requirements for responsible steel manufacturing (refer to Credit 4.1. A – E).
- Maintain records to demonstrate the steel feedstock sourced has a product-specific environmental product declaration(s) (compliant to 2.2 Environmental Product Declaration) for at least 50% (by weight) of the finished steel product(s) assessed.

Guidance:

Grace period for Credit 4.1: In the first year of certification, the Applicant may enact a grace period of one year to enable the supply chain to transition to requirements A – E. After one year (by the time of the next audit), full compliance is required.

To enact the grace period, the Applicant must:

For each non-verified SSC steel manufacturing supplier, provide evidence of communicating, through the steel supply chain in the form of the SSC declarations provided, the requirement for the steel manufacturer to comply with Credit 4.1 A-E (below) within 12 months.

Note: Use the *mill compliance checklist* to help navigate this credit – your supplier should be able to provide the requisite information – if you know the mill your steel is coming from then most of the requirements are likely to be available at the Mill's website.

An SSC Steel Supply Sourcing Template is provided to support this requirement

Supporting Tools:

- See the *Mill Compliance Checklist* under Documents in the audit portal
- SSC 4.1 Steel Supply Sourcing Form (**mandatory**).
- SSC Verified Manufacturing Supplier list and certificates:
steelsustainability.com.au/resources/verified-ssa-steel-suppliers SSA
- Supplier/Distributor Declaration (**mandatory** when enacting the grace period for a supplier)
- SSC Steel Manufacturer Declaration (**mandatory** when enacting the grace period for a supplier)
- EPD International: <https://www.environdec.com/library>
- EPD Australasia: <https://epd-australasia.com/epd-search/>

Please note that we have set up a template with options for your steel merchant to respond to the 4.1 template – if they are uncertain about what they need to give you – the

template can be downloaded from the 'Documents Tab under 4.1 – you can send that to them.

Evidence Requirements

EITHER

Applicants to provide evidence that at least 70% of steel purchases (excluding fixings) are sourced from suppliers that are currently certified to the ASI or SSC Responsible Products Level 2 or Level 3 and/or sourced from SSC or ASI verified steel suppliers.

OR

The Applicant must:

Maintain records to demonstrate that the steel feedstock for the steel products assessed, is sourced from SSC or SSA verified steel manufacturing suppliers which have been verified to meet best practice requirements for responsible steel manufacturing

OR

For each non-verified SSA steel feedstock manufacturing supplier, provide evidence of supplier compliance with Credit 4.1 A-E, by way of provided SSC declaration forms.

Steel Feedstock Manufacturing Suppliers seeking SSA verification

Steel manufacturers seeking to be SSA verified to meet these requirements are to contact SSA on ssa@steel.org.au.

Verified steel manufacturing suppliers are verified to meet these requirements by an annual desktop audit conducted by an SSA appointed auditor and will be issued a certificate downloadable from the SSC and or SSA website.

A. Environmental Product Declaration

A product-specific environmental product declaration (EPD) can be provided which:

- Complies with EN 15804
- Includes all required environmental impact categories, including disclosure of carbon emissions
- Specifically, is required for the product supplied

OR

- Instead of an EPD, the product's carbon footprint may be reported using an alternative method, provided it is third-party verified to be compliant to ¹ ISO 14067:2018
- Evidence must be provided of the third-party verified carbon footprint

B. Decarbonisation Requirements

Items i-iii are **mandatory**.

The manufacturer/s supplying the steel to the Applicant must:

- Provide a publicly disclosed target for decarbonising the manufacturing and supply chain by 2050.
 - Evidence of this commitment must be available on a public website.
 - Provide evidence of an active decarbonisation Programme. The manufacturer has a public commitment to reduce the emissions intensity in their steel manufacturing and has a publicly disclosed strategy for how this will be achieved.
 - The commitment and decarbonisation strategies must be publicly available via a link to a public website, or public corporate document.
- iii. Have a current membership for the World Steel Association's Climate Action Programme (WSA CAP).
- Evidence must be provided of current membership via a link to the World Steel Association website OR by providing a certificate for the relevant period.

Guidance:

- Decarbonisation targets must include scope 1 and scope 2 emissions.
- A long-term plan may be included to include scope 3 emissions in decarbonisation targets by 2050.
- The manufacturer/s supplying the steel to the Applicant is required to report publicly against the decarbonisation target annually.

Supporting Tools:

- World Steel Association Climate Action Data Collection Programme:
- <https://worldsteel.org/climate-action/climate-action-data-collection/>
- World Steel Association Sustainability Charter: <https://worldsteel.org/steeltopics/sustainability/our-recognitions/sustainability-charter/>

C. Environmental Management

The manufacturer/s supplying the steel to the Applicant must:

- Provide a current certificate demonstrating ISO 14001: Environmental management systems certification for steelmaker site.

D. Water use reduction

The water consumed by the steel feedstock's manufacturing has been reduced on a year-on-year basis when averaged over 5 years,

OR

a Programme is in place to increase the amount of recycled or reused water used.

The manufacturer must submit a record of their water use to:

- Provide evidence that the water consumption intensity from the manufacturing of the product has been decreasing over the past five years on average.

OR

- Provide evidence that initiatives are in place to recycle or reuse significant volumes of water.

Guidance:

A reduction in water consumption can be demonstrated by:

- Providing 5 years' worth of water use data per tonne of steel.
- Document year-on-year improvements with an average reduction of at least 1% p.a. Auditor discretion may be applied.

Evidence of water recycling or reuse Programmes may include but is not limited to:

- Documented evidence of approved project plans, schematic drawings, or photos, regarding initiatives specifically designed to recycle or reuse water in manufacturing operations
- Contracts or agreements between the manufacturer and water authorities on recycling or reusing water in manufacturing operations

E. Responsible Sourcing

There are three possible pathways to demonstrating compliance with this requirement:

1. Manufacturer/s supplying the steel to the Applicant must provide evidence of current certification to ResponsibleSteel™ steel standard.

OR

2. Manufacturer must provide evidence of current certification to Eco Choice Aotearoa (EC-41-15 or EC-57-23).

OR

3. Manufacturer/s supplying the steel to the Applicant must:
 - i. Achieve Credit 3.4 Modern Slavery, AND
 - ii. Provide evidence of a company-wide Responsible Sourcing policy or documented strategy that addresses potential environmental, social and governance related impacts in the sourcing of their products or services, AND
 - iii. Provide evidence of a company-wide Code of Conduct policy or documented strategy that sets expectations of ethical standards and behaviours from employees and suppliers

Supporting Tools:

- ResponsibleSteel™ steel standard: <https://www.responsiblesteel.org/standard/>
- GECA Steel & Steel Products (Sspv1.0i-2019): <https://geca.eco/standards/steel-and-steelproducts-sspv-ssp1-0i-2019/>

Credit 4.2 Carbon Emissions Reduction

Carbon Emissions Reduction

The carbon emissions generated by the Applicant's manufacturing processes and operations and transportation have been reduced on a year-on-year basis when averaged over at least 3 years.

Guidance:

Note: this credit only is required for CO₂ generated by the applicant's own activities or activities under the applicant's direct control including subcontractors.

Reportable energy data can be any energy consumed for manufacturing or fabrication processes, including the optional inclusion of energy consumed for transportation to and from the site. Records must be provided to verify a representative sample of the energy data provided in the template.

Supporting Tools:

- SSC Carbon Emissions Reduction Disclosure template (**mandatory**)

Evidence Requirements

The Applicant must:

- Provide a minimum of 3 years' worth of energy use (renewable and non-renewable) data for the Applicant. The template will calculate the carbon emissions on an intensity basis for the product (tonne CO₂-equiv./tonne steel).
- Provide evidence demonstrating that the carbon emissions generated from the manufacturing or fabrication processes have been decreasing by at least 0.5% per year, for the past 3 years on average, targeting a minimum of 2% for the 3 years.
- Demonstrate that a Programme is in place to continuously monitor and reduce carbon emissions generated through the manufacturing process.

Principle 5: Circular

Credit 5.1 Resource Management

Resource Management

The Applicant is measuring waste generated through the manufacturing process and can demonstrate that at least 80% of waste is reused, recycled, or sold

Guidance:

The template is to be completed with 12 months' worth of waste data including any waste generated through manufacturing processes at the facility. Records must be provided to verify a representative sample of the waste data provided in the template. A waste management plan is a documented strategy and related procedures for identifying, measuring and reducing waste streams. The documented waste management plan provided can be in any format but must document ways to avoid, reduce, reuse, and/or recycle waste generated through the manufacturing process.

Supporting Tools:

- SSC Waste Use and Reduction template (**mandatory**)

Evidence Requirements

The Applicant must provide:

- Accurate reporting of all waste being removed from the site, including steel scrap, waste directed to landfill, and other recycling/reuse streams.
- A waste management plan is in place to find ways to avoid, reduce, reuse, and recycle waste.