

**Construction or Development**  
services and/or materials

Budget Holders shall ensure:

- The construction and development project at hand is aligned with the requirements of the **Breem Excellent standard** (please seek advice from Sustainability Department).
- The suppliers involved in a construction or development project, including architects and engineers in the design phase, are contractually committed to **high energy efficiency standards**, taking into account total cost of ownership calculations and **VIA Outlets energy and emission reduction targets**. Particular attention will be paid to any purchases or building parts that have a significant impact on energy or water consumption, such as HVAC installations, roofs, façades, glazing and insulation materials. **Any construction or development projects** will include the installation of submeters in accordance with the Centre’s Works Manual, allowing for the **detailed monitoring of electricity and water consumption**.
- **At least 10% of the total value of materials** used should derive from recycled and/or reused content in the products and materials selected.
- **Any waste** generated by the construction or refurbishment project is minimized and the supplier is contractually committed to recording and informing VIA Outlets of the quantities and types of waste generated, and their destination (recycling, reuse, landfill).
- **Any timber** used carries the FSC (Forest Stewardship Council) Chain of Custody or equivalent certification.

**Operations & Facilities**  
equipment and/or materials

Budget Holders shall ensure:

- The suppliers **are certified** (where possible) with an **industry/activity recognised accreditation**, such as ISO (please seek advice from Head of Operations, Facilities Management and Maintenance).
- The suppliers are contractually committed to **high energy efficiency standards**, taking into account total cost of ownership calculations and **VIA Outlets energy and emission reduction targets**. Particular attention will be paid to any purchases that have a significant impact on energy or water consumption, such as HVAC installations, roofs, façades, glazing and insulation materials. The suppliers shall meet the applicable criteria set within VIA Outlet’s Health & Safety Rules.
- **At least 10% of the total value of materials** used should derive from recycled and/or reused content in the products and materials selected (where possible).
- The products are made from **non-toxic sustainable materials** (where possible).
- No single-use plastics are used (e.g. cleaning products).
- The **products are manufactured locally** (or if this is not possible, the companies selling or manufacturing the products) and/or **the supplier engaged** enforce a responsible supply chain policy across their entire value chain, in line with VIA Outlet’s Supplier Code of Conduct and the UN Guiding Principles on Business and Human Rights, with particular attention to the avoidance of child and slave labour.
- **Any waste** generated is minimized and the supplier is contractually committed to recording and informing VIA Outlets of the quantities and types of waste generated, and their destination (recycling, reuse, landfill).

**Retail Development**  
equipment and/or materials

Budget Holders shall ensure:

- **At least 10% of the total value of materials** used should derive from recycled and/or reused content in the products and materials selected.
- Those **materials** used that are not recycled are **recyclable and non-toxic**.
- The **materials used are locally sourced** so as to reduce emissions generated in transport as well as support local businesses.
- **Any timber** used carries the FSC (Forest Stewardship Council) Chain of Custody or equivalent certification.

**Marketing and Retail (incl. VM)**  
promotional, merchandising and other materials or equipment

Budget Holders shall prioritise:

- The **products** are made primarily from **recycled or recyclable materials**.
- The products are made from **non-toxic materials**.
- No single-use plastics are used.
- The **products are manufactured locally**, or if this is not possible, the companies selling or manufacturing the products enforce a responsible supply chain policy across their entire value chain, in line with VIA Outlet’s Supplier Code of Conduct and the UN Guiding Principles on Business and Human Rights, with particular attention to the avoidance of child and slave labour.

**VIA Outlets will prioritise suppliers that are certified under both ISO 14.001 and ISO 45.001, or if none of the suppliers is certified in both, the suppliers that are certified in one of these management systems.**

**Any specific requirements to the provision of services and/or buy of goods must be included in tender documents for the selection of suppliers as well as in the contract Service Level Agreements and/or within the contractual clauses.**