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E.ON Sverige	Environmental requirements for goods and services	D16-0012916	6.0
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## Environmental requirements for goods and services

### Purpose

E.ON strives to continuously reduce the environmental impact of its activities. A prerequisite for this is close cooperation with suppliers, consultants and contractors, which in this document are given the common designation of **"service providers"**.

This document describes the E.ON Sverige Group's minimum environmental requirements for goods and services that are purchased within the E.ON Sverige Group.

The company within the E.ON Sverige Group that orders a delivery/assignment from a service provider and/or commissions a service provider to perform a service is referred to in this document as the **"client"**.

The client has the right to verify that the service provider complies with the requirements of this document and upon request obtain access to relevant company records/documents as proof of the fulfillment of requirements.

The requirements in this document must be actively passed on to the service provider's subcontractors. E.ON reserves the right to check that this has been done.

### Scope

The requirements herein relate to the purchasing of transport services in the E.ON Sweden group.

The minimum requirements shall apply to all goods that are purchased and for all assignments within the E.ON Sverige Group's area of activity. The requirements also apply to all work that needs to be planned, performed, maintained and operated (including inspection and service), as well as demolishing buildings or facilities.

In addition to what is referred to in this document, service providers are also responsible for observing legislation in force, including local regulations. If additional or more stringent requirements to those referred to in this document are imposed on the service provider as set out in the contract documents, in all cases, if there is a conflict between the requirements of this document the contractual requirements take precedence.

## Responsibility

- **The Customer** is responsible for communicating the requirements in this document to service providers and for ensuring that any divergences are communicated and assessed. In order to be able to carry out an assessment that the requirements are implemented, the Customer is responsible for ensuring that the right skills and knowledge are present. The Customer is also responsible for monitoring the requirements during the term of the contract.
- **The Service Provider** is responsible for notifying the Customer in good time if it is not possible to meet the requirements in this document and to justify why and draw up an action plan to meet the requirements in the long term. The Customer shall be given the opportunity to review the action plan and give feedback and approve any deviations from the requirements before the work is performed.

## Definitions

**Chemical product:** A chemical product is a chemical substance, such as acetone, or a mixture of chemical substances, such as gasoline.

**Good:** A good, in Reach called article, is an object which during production receives a special shape, surface or design that to a greater extent than its chemical composition determines its function, for example work tools, office materials, gas, heat, cooling, electricity, etc.

**Services:** Anything that can be provided by a professional activity to satisfy a need, and that is not a good, is a service.

**Environmental management:** The efforts/actions that an organization performs to minimize the effects of its activities on the environment. Environmental management may also have the purpose of developing an organization's activities to achieve the greatest possible environmental benefit.

## Environmental requirements

### *Product selection*

Service providers must select/deliver goods and services with component substances<sup>1</sup> that are not included in any of the following lists:

- REACH Candidate List (list of substances of very high concern)
- REACH Annex XVII (regulated substances, restrictions or bans)
- REACH Annex XIV (substances requiring permits)
- EU's Framework Directive (environmentally hazardous substances in annexes VIII and X)
- EU's ROHS Directive (substances in annex II for the categories of electrical and electronic equipment mentioned in annex I)

For chemical goods/**chemical products**/services, the service provider must report all delivered/selected goods/**chemical products**/services to the client. Safety data sheets in Swedish must be provided for all the goods/**chemical products**/services delivered/selected.

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<sup>1</sup> Component substances are defined as all substances in products in concentrations higher than 0,1 % w/w.

If it is not possible to select/deliver goods/services that satisfy the above requirements, the service provider must describe which other goods/services are used and justify why it is not possible to select goods/services that comply with the requirements. The good/service selection must be approved by the client in advance. As a basis for the client's evaluation of whether the goods/services are acceptable, safety data sheets in Swedish will be used, along with any environmental product declarations (EPD) or similar that must be actively provided by the service provider. If additional information about the chemical content of a good/service is needed, such information must be provided upon request to the client.

In the event of any change in a good/service's chemical composition or the replacement of one good/service with an equivalent, the service provider must seek assurance that the changed/replaced good/service complies with the client's requirements. Such changes/replacements must be approved by the client in good time before the change/replacement takes place.

The service provider shall ensure that safety data sheets for a good/service with mandatory labelling requirements are available in digital format. Unless otherwise agreed between the parties, the safety data sheets must also be sent to the delivery address no later than when the goods/services are delivered.

#### ***Energy consumption***

In its undertakings, the service provider must deliver/select goods and services with a good energy performance. What a good energy performance means may be further specified for the current procurement and may for example include requirements for efficiency factors, energy-efficient materials, energy consumption, heat factors, energy-saving functions, energy classes etc.

#### ***Environmental impacts***

In its undertakings, the service provider must deliver/select goods and services that enable the environmental impacts related to the good/service to be minimized throughout its life cycle. This means that the total resource management with materials, energy, water and other natural resources for the undertaking as whole, must be considered.

The environmental impacts of the goods/services shall be assessed for the relevant procurement. As a minimum, the following points shall be considered:

- **Material selection:** Renewable materials must be chosen as far as possible. The use of packaging materials shall be minimised.
- **Heavy metals:** Electronic equipment shall be CE-labelled.
- **Environmental labelling (eco-labelling):** Environmentally-labelled goods and services are preferred.
- **Emissions/leakage to air, water and ground:** the goods/services must not give rise to emissions or leakage to the air, water or ground that might have significant, long-term, negative consequences for the environment, including surface or ground water, or for human health.

- **Noise:** Goods/services shall allow the right noise level for the intended location to be maintained.
- **Waste and recycling:** Goods/services must be designed so that the waste hierarchy can be applied simply and effectively, for example by the choice of materials enabling a high degree of recycling, by minimizing waste quantities during operation/use etc.
- **Transport:** The environmental impact caused by climate-damaging emissions (e.g. greenhouse gases) and the use of resources shall be minimized by choosing renewable fuels to the greatest possible extent, as well as through coordinated logistics and local purchases.

### **Basic requirements for systematic environmental management**

#### ***Reporting accidents, incidents and risk observations***

Incidents that could lead to adverse effects on the environment, including those related to the delivery of goods or services to E.ON, shall be immediately reported to the client by the service provider. This requirement also covers environmentally-related complaints from the public, as well as environmentally-related improvement suggestions.

The service provider shall report risk observations, incidents and accidents via the contact person at E.ON or by telephoning 020-33 00 77. The service provider must also follow any project-specific instructions for reporting incidents. These are provided by the client.

For building and contracting services, the service provider is responsible for the investigation of accidents and incidents. Such investigations must be submitted to the client. The client reserves the right to take part in the service provider's investigations and to set up its own investigations.

#### ***Environmental management***

During the contracted period, the service provider shall continuously take measures to minimize negative environmental effects in its undertakings to the client. The service provider shall provide a report on what measures have been taken, at the client's request.

#### ***Environmental competence***

The service provider shall demonstrate that its employees have the environmental competence that is needed for the delivery of goods or services to the client.

At the client's request, the service provider's personnel shall take part in meetings involving environmental information from E.ON.

#### ***Environmental Management Plan***

For each contracting assignment, the service provider shall provide an environmental management plan once the contract has been signed. The environmental management plan shall describe how identified environmental risks in the contract shall be managed to minimize the environmental impact of the contract, and describe how the environmental requirements in this document, as well as other legal requirements, decisions by the authorities and other relevant environmental requirements are to be complied with.

The client shall be given the opportunity to review the environmental management plan and submit opinions before the contract begins. The environmental management plan shall as a minimum include the following:

- Description of project-specific environmental organization and allocation of responsibility and authority regarding the environment.
- Description of how project-specific environmental work is managed and followed up.
- Description of procedures for how non-conformities from environmental requirements (including environment-related near-accidents and accidents) are to be reported to the client
- Identification of environmental risks and a description of how these are to be managed.
- Description of how the requirements in this document, legal requirements, decisions by the authorities including protected areas (water protection areas, Natura 2000, cultural heritage sites etc.) and other relevant environmental requirements are to be complied with.
- Crisis management procedures, including acute damage limitation measures, alarm lists and contact persons.
- Plan for sorting and management of all generated waste, including hazardous waste.
- Register of chemical products with mandatory labelling and description of handling and storage of chemical products.
- Description of how works in the ground and water are to be performed in an environmentally sound way and how consideration is to be given to valuable species and biodiversity, as well as procedures for handling encountered contamination of ground or water.

#### ***Follow-up on environmental management***

Environmental issues shall be a permanent point in meetings, such as site meetings or similar. These meetings shall be documented in writing. To make sure that environmental requirements, for example legal requirements, the decisions of the authorities and requirements in accordance with this document, are observed, the service provider shall conduct regular environmental inspections in which identified risks in the environmental management plan are monitored.

The client shall be given an opportunity to take part in these environmental inspections. The inspections must be documented in writing and communicated and submitted to the client upon request. Any new risks and non-conformities from the requirements must be reported to the client and corrective measures shall be taken. The client reserves the right to conduct own inspections in order to follow-up on environmental work. Such inspections can be conducted either with or without prior notice. The service provider shall participate in these inspections.

#### ***Ground and water***

Work in the ground and water must be performed in an environmentally-sound way. Consideration must be given to valuable species and biodiversity. Regulations or special decisions from authorities that exist for the ground or water area in question must be observed. Consultation must be carried out to the extent it is required.

If contamination of ground or water is encountered, work must stop. The service provider's contact person at E.ON and the local authority's environmental office shall be contacted immediately.

Clearance of vegetation shall to the extent that is possible be avoided during birds' nesting period. If it is not possible to avoid clearance of vegetation during this period, the service provider shall notify the client of this in good time and draw up an action plan describing how clearance is to take place with the least possible disruption to flora and fauna. The client shall be given the opportunity to review the action plan and submit opinions before the work begins.

Off-road driving shall take place using vehicles suitable for the purpose in order to avoid unnecessary damage to land. Special caution shall be observed in wetlands.

If the service provider is providing snow clearance, the following applies: snow clearance shall be conducted only when necessary from safety or access purposes. Snow clearance using salt shall be avoided as far as possible.

### **Waste**

The client welcomes suggestions on how to minimize the amount of waste, and how reuse/recycling can be increased.

Any waste that is generated shall be sorted. After completion of the contracted work or part of the contracted work, any remaining chemical products must be removed by the service provider or at the service provider's expense.

Waste and hazardous waste shall be stored in a secure, well-marked place and in such a way that the risk of soil and water contamination is minimized.

Hazardous waste shall be stored and handled separately from other waste and may only be transported to facilities that have a permit for handling hazardous waste. The party responsible for the produced waste is responsible for making sure that the waste is delivered to a recipient with permit.

Household waste<sup>2</sup> from, for example, a construction shed shall be stored and handled separately in accordance with the municipality's local regulations for waste. The municipality is responsible for household waste being transported to a treatment plant, reused, recycled or disposed.

When transporting hazardous waste, the service provider shall have a valid transport permit or, if transport operations involve volumes below those for which a permit is required, have submitted the necessary notification to the County Council.

The transport **must have a permit** if the quantity to be transported:

- Exceeds 100 kg or 100 liters of hazardous waste per calendar year
- Contains cyanide, cadmium or PCBs, irrespective of quantity

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<sup>2</sup> Household waste is waste that comes from households as well as comparable waste from other activities, i.e. waste that can typically arise when using land and/or buildings for residential purposes, such as food residues, packaging, cleaning waste, latrine waste, etc.

- Contains mercury (except in fluorescent tubes or other light sources), irrespective of quantity.

A transport document shall be prepared for every transport of hazardous waste by an external transport company. The transport document shall include information on:

- Where the waste comes from (waste sender)
- Who will receive the waste (waste recipient)
- Transport company
- Type of waste
- Quantity of waste
- Signature from both the sender and the recipient

A copy of the signed transport document shall be requested and kept for at least a year.

The waste sender shall keep records of the types and amounts of waste sent for transport as well as which recipient the waste was sent to. The records shall be kept for three years.

The service provider shall deliver annual statistics on all waste and hazardous waste that are handled in the assignment. These statistics should include information about:

- Waste type
- Waste code if possible
- Amount
- Transport company
- Waste recipient
- Final waste treatment (recycling, disposal, energy recovery, incineration etc.)

If applicable, the service provider shall also report the following information to the contractor coordinator / service provider's contact person at E.ON:

- Assignments where the waste was generated
- Transport company
- Waste recipient

### ***Noise and vibration***

Information shall be given to residents, property owners and any local activities involving animal husbandry before disruptive work is done. Disruptive work in residential areas shall normally be performed on weekdays during the hours 07.00 - 18.00. Guidelines for noise from industry and building sites shall be followed.

Complaints from neighbours regarding disruptive work and noise shall be reported to the service provider's contact person at E.ON or by telephoning 020-33 00 77.

### ***Use of chemical products***

The service provider shall carry out a risk assessment of hazardously classified chemical products, i.e. chemical products that meet one or more of the criteria in the CLP regulation<sup>3</sup> for different types of health hazards, environmental hazards and physical hazards. The risk

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<sup>3</sup> CLP regulation is the Classification, Labelling and Packaging regulation ((EC)No 1272/2008).

assessment shall consider the chemical's safety data sheet and must cover risk identification and inventory, risk evaluation, risk minimizing measures and a time plan for implementing the identified measures.

The results of the risk assessment are used to create safety sheets and, if needed, instructions describing the handling of the risk-assessed products or substances.

Handling/use of the products shall be in accordance with the risk assessment that has been performed and associated safety sheets/instructions. The persons who are using/handling chemical products must be familiar with the content of the relevant safety sheet/instruction/safety data sheet.

The service provider shall create a register with, as a minimum, product names, quantities and safety data sheets over the products that remain in the facility after work has been concluded (for example paints, oil in machinery, refrigerant media in heat pumps/cooling machinery) and provide the register to the client.

For its own products (for example lubricating oils for its own tools, cleaning agents etc.), the service provider shall advise the client of risks that might affect the surrounding and local environment, so that the client can ensure that work is performed safely.

Containers must be labelled in Swedish and in accordance with current legislation.

Chemical products shall be stored in such a way that the risk of leakage is minimized and placed in designated locations. The service provider shall that absorbent material is available in case of spillage.

A list of all chemical products with mandatory labelling that are used/handled at the workplace including safety sheets/safety data sheets shall be available, preferably adjacent or otherwise near to the place where the products are stored. This list must be kept up to date.

### **Final report**

A final report of environmental work performed during the contract shall be prepared and submitted to the client upon completion of the assignment. The final report must as a minimum contain the following 3 points:

- Material data (building product declarations, safety data sheets and environmental product declarations) for prescribed goods and products
- The environmental management plan's reporting document showing the results of the environmental work, such as the records of environmental inspections and information about the handling of any hazardous waste or contaminated ground or water
- Summary of environmentally-related non-conformities

### **Change log**

The document issue has been changed from 3.0 to 6.0.

### **Changes from version 3.0 to version 6.0:**

Concerning the heading "environmental requirements", the second paragraph "*For chemical goods /services, the service provider must report all delivered/selected goods/ /services to the client. Safety data sheets in Swedish must be provided for all the goods/services*



*delivered/selected*” has been changed to “For chemical goods/chemical products/services, the service provider must report all delivered/selected goods/chemical products/services to the client. Safety data sheets in Swedish must be provided for all the goods/chemical products/services delivered/selected.”