



**Environmental criteria for sustainable public  
procurement of**

# **Catering**

**Version 26 January 2016**

# 1. Scope/definition

The Catering product group comprises the service itself and the product suite. In-house managed catering is defined as catering services provided by the government organisation itself, whereby it purchases products from wholesalers. The criteria formulated here more perfectly match the procurement of contracted out catering; however, the criteria, with a few adjustments, are also applicable to in-house managed catering. The same applies for sandwiches ordered outside the standard contract, i.e., for meetings.

The following products (with their corresponding CPV codes) are part of the Catering product group. This list of products is non-exhaustive.

Products	CPV code
Cafeteria and catering services	55500000-5
Cafeteria services	55510000-8
Services for cafeterias and other non-public cafeterias	55511000-5
Cafeteria management	55512000-2
Catering services	55520000-1
Cafeteria and catering services	55500000-5

Excluded from the scope of this product group are:

- kitchen equipment. Criteria for this product group can be found under Catering Equipment.
- vending machines for hot and cold drinks. Criteria for this equipment can be found under the Beverage Vending Machines product group. These criteria apply to contracted-out catering as well as in-house managed catering. Contracted-out catering is defined as contracting for the services of a caterer who then provides the catering services for the government organisation.

## 2. Most significant environmental impacts

The following tables list the sustainability themes and describe the approach to each theme for the Catering product group. The 'Approach' column presents a statement indicating the influence of sustainable purchasing and its criteria on the 'sustainability' of the theme. This column also includes a reference to any requirements, award criteria or points of attention/suggestions that may be useful in implementing the approach. The product group can also have an impact on other environmental themes but, for now at least, these are less relevant, of a much less significant level of concern or do not as yet have a suitable set of standard criteria.

Themes:	Approach:	No. of requirement/ Criterion
<p><b>Energy and climate</b> Energy consumption in the production and processing of foodstuffs and the corresponding emissions of CO<sub>2</sub></p>	<ul style="list-style-type: none"> <li>• Use of energy-efficient equipment</li> <li>• Use of produce cultivated in the most energy-efficient possible manner</li> <li>• Procurement of services with attention to the transportation associated with the service</li> </ul>	AS2, ME1, SC1, CB2
<p><b>Supplies and raw materials</b> Food waste and packaging waste</p>	<ul style="list-style-type: none"> <li>• Procurement of services with the minimum possible non-recyclable waste</li> <li>• Procurement of services with the minimum possible packaging</li> </ul>	AS3, AS6 AS3, AS6 AS8, SC1, CB2
<p><b>Water and Soil</b> Eutrophication, acidification and toxic consequences for humans and the environment in the cultivation of foodstuffs</p>	<ul style="list-style-type: none"> <li>• Procurement of products cultivated without use of harmful substances</li> </ul>	ME1
<p><b>Nature, biodiversity and space</b> Loss of biodiversity in commercial fishing and farm raising of fish</p>	<ul style="list-style-type: none"> <li>• Procurement of sustainably caught or farmed fish</li> </ul>	ME1
<p><b>Health and welfare</b> Animal welfare in keeping animals for food production purposes</p>	<ul style="list-style-type: none"> <li>• When purchasing animal products, procurement of products from animals kept responsibly</li> </ul>	ME1

### 3. Points of attention/suggestions

Devoting attention to the opportunities and possibilities for the most sustainable procurement possible in the preparation phase will lead to specifications that are more ambitious or which differ from the standard minimum requirements and award criteria set out in this document. The following table presents points for attention and suggestions for promoting sustainability in procurement within this product group.

No.	Points of attention/suggestions (AS)
AS1	<p><b>Survey actual lunch use</b></p> <p>Survey the actual use of lunch facilities and identify employee needs and the extent to which employees are prepared to pay more for more sustainable catering. This is relevant for determining the required budgets and the arrangements to be negotiated during the contracting phase. Also assess how potentially higher prices can be accommodated as part of the business case. This means, for example, that the contract may provide for a higher surcharge on the consumer price for snacks and a lower surcharge on, for example, organic fruit. A realistic assessment of actual use will also have the effect of limiting the amount of waste.</p>
AS2	<p><b>Acquisition of more sustainable kitchen equipment</b></p> <p>In addition, assess whether there is justification for acquiring more sustainable kitchen equipment. Review the Catering Equipment and/or Vending Machines product groups for this purpose.</p>
AS3	<p><b>Multi-use crockery</b></p> <p>Opt for multi-use crockery, as well as single-portion packaging with a relatively lower impact on the environment (paper, cardboard, plastics or wood). If you opt for the least possible packaging (and therefore for the use of crockery), you must take the cost of personnel for performing additional tasks (for example, for food preparation and limiting spoilage) into account.</p>
AS4	<p><b>Purchase seasonal products</b></p> <p>Investigate the options for sourcing seasonal or regional products to limit overall environmental impact.</p>
AS5	<p><b>Investigate options for greater proportion of vegetarian products</b></p> <p>The environmental impact of animal protein is tremendous. The greater the proportion of vegetarian products on offer, the lower the environmental impact. Investigate the options for a greater proportion of vegetarian products on the menu.</p>
AS6	<p><b>Fight waste</b></p> <p>Take measures to fight waste. If the catering is outsourced to a professional caterer, you can consult with the caterer to consider how to avoid food waste in your situation. Even if you handle your own catering, options include:</p> <ul style="list-style-type: none"> <li>• Make arrangements with your supplier for smaller packaging units.</li> <li>• Minimise procurement volumes.</li> <li>• Make sure that storage conditions are optimal.</li> <li>• Use the best possible stock management system.</li> <li>• Create options in your menu system for using leftovers.</li> <li>• Do not prepare too many dishes (snacks, salads, etc.) in advance.</li> <li>• Approaching closing time, only prepare dishes by order.</li> <li>• Do not make portions too large.</li> </ul>
AS7	<p><b>Promote healthier alternatives</b></p> <p>Promote healthier choices by offering enough healthy alternatives on the menu. Healthier products contain less saturated fats, less added sugars, less salt and more fibre. For example, buyers can choose products with the "healthy choice" or "smart choice" logo.</p>
AS8	<p><b>Choose sustainable packaging</b></p> <p>Choose sustainable packaging. The level of sustainability of different types of packaging varies widely. To limit the environmental impact, you can choose packaging with the highest possible content of recycled materials, or packaging made from renewable resources, i.e. paper/cardboard, bioplastics, etc. Paper/cardboard can be made from materials sourced from sustainably managed forests or second-generation renewables. Choosing bulk packaging where possible can also reduce environmental impact. On the other hand, for certain products (particularly products that are highly perishable or decline in quality quickly) monopackaging is the best choice for environmental impact, because this reduces food waste. Theoretically, bio-based packaging alternatives are available for virtually every product. Right now, they are primarily being used for packaging vegetables and fruit. With an increasing percentage of bio-based packaging, the market can be encouraged to provide more offerings. More information on bio-based procurement can be found on <a href="#">PIANOo</a>.</p>
AS9	<p><b>Choose sustainable paper disposables</b></p> <p>Choose sustainable paper disposable items like paper towels and napkins. Choose products made from recycled or sustainably managed non-recycled fibres, or choose bio-based disposable. Even with all this in mind, sustainability also depends on the end user (does the customer take one napkin, or</p>

	automatically grab ten?). More information on bio-based procurement can be found on <a href="#">PIANOO</a> .
AS10	<b>Options for pursuing a sustainable product suite</b> Assess how you intend to facilitate and encourage the provision of a sustainable product suite, both in terms of the form of the contract and the available budget. Depending on the form of the contract, the caterer has more or less room to respond to sustainability-related wishes.

## 4. Selection criteria

No.	Selection criteria (SC)
SC1	<p><b>Environmental management system</b></p> <p>For that part/those parts of the organisation that is/are involved in the execution of the contract, the tenderer has a management system in its organisation in which at least the following matters have been included:</p> <ul style="list-style-type: none"> <li>the concrete measures that have been or will be implemented to reduce or prevent the environmental burden of the business processes that are related to the execution of the contract (at a minimum, water and energy consumption, transport, waste and loss, packaging and cleaning).</li> <li>how compliance with relevant environmental legislation is safeguarded.</li> <li>how staff are made aware and their competence addressed with regard to dealing with the environmental aspects relevant to this contract.</li> <li>how suppliers are made aware and their competence addressed with regard to dealing with the environmental aspects relevant to this contract.</li> <li>how the environmental aspects relevant to this contract are monitored (as a basis for quality assurance).</li> </ul> <p><i>Verification</i></p> <p>The tenderer may be asked to furnish an ISO 14001 certificate, EMAS certificate or other certificate demonstrating compliance with the criteria above. An environmental management system such as ISO 14001 or EMAS proves that a company or organisation takes a systematic approach to address pertinent environmental issues in their daily operations.</p> <p>Please check that the certificate relates to the subjects stated in the selection criteria (actual measures, safeguarding of compliance with environmental legislation, raising staff awareness and monitoring). The website of the SCCM foundation for the coordination of certification of environmental and occupational health and safety management offers a database that includes all ISO 14001 certificates of certification institutions in the Netherlands accredited by the Dutch Accreditation Council (RvA). In the unlikely event that a certificate is not included in the database, contact the relevant certification institution. Contact information is available at <a href="http://www.sccm.nl/">http://www.sccm.nl/</a>.</p>

## 5. Technical specifications

No.	Technical specifications (ME)
ME1	<p><i>(for multiyear contract)</i></p> <p><b>Composition of product suite</b></p> <p>Upon commencement of the contract, 50% of the offerings will be products with one or more of the following sustainability properties. In each year of the contract, the percentage will be calculated over the procurement volume (measured in euros) as measured from the start of the contract.</p> <p>Procurement volume is defined as the products purchased for the contract times the procurement price thereof (this is the price excluding VAT, but including any discounts).</p> <p>The offerings include both non-composite products and composite products. Non-composite products refers to a product of which 95% by weight is a single raw material. Composite products refers to a product containing at least two raw materials, neither of which makes up more than 95% by weight of the product. For composite products, 75% by weight or more of the raw materials must meet one or</p>

more sustainability properties in order to be classified within the 50% referred to above. The offerings refer to the entire portfolio of consumable products purchased under the contract. This means that the requirement does not apply to hardware (plates, silverware, other equipment).

**Sustainability properties**

**1. Animal products originate from animals that have had more indoor living space than legally required throughout the several phases of the life cycle.**

The legally required indoor living space means the minimum surface area in the stall per animal, as described in the Keepers of Animals Decree.

*Explanation*

The minimum required surface areas of indoor living space for each animal according to this decree are:

- Laying hens: 1111 cm<sup>2</sup> per hen; article 2.70 lid 1
- Fryer chicks: 33 kg per m<sup>2</sup>; article 2.55
- For fattening pigs, sows and hogs, different standards apply depending on weight class for piglets and fattening pigs. These are given in the text of the decree (article 2.17).
- Veal calves, beef calves 1.5 m<sup>2</sup> per animal weighing less than 150 kg, 1.7 m<sup>2</sup> per animal weighing between 150 kg and 220 kg, 1.8 m<sup>2</sup> per animal of 220 kg and up. Article 2.32

*Verification*

The tenderer may be asked to submit documentation demonstrating compliance with the criteria above. Products (excepting dairy) with the following quality marks will be assumed to be in compliance with the above: quality marks that demonstrate that the products are organic (European Bio mark, EKO mark); Demeter; Beter Leven quality mark 1, 2 and 3 stars (excepting beef and veal); Graskeurmerk (chicken, pork); Scharrel quality mark from Producert for pork, Milieukeur for eggs; Label Rouge chicken (Fr); Free Range pork (UK); Free Range chicken (UK).

**2. Animal products originating from animals subjected to fewer or less drastic procedures than permitted by or under the Health & Welfare Act for animals.**

Here, "procedure" is defined as "a physical procedure in the animal by which a part or parts of the body are removed or damaged."

*Verification*

The tenderer may be asked to submit documentation demonstrating compliance with the criteria above. Products with the following quality marks will be assumed to be in compliance with the above: quality marks that demonstrate that the products are organic, such as Skal or EKO quality mark (excepting dairy); Demeter dairy and beef; Beter Leven quality mark for 1, 2 and 3-star pork; Beter Leven Keurmerk for 3-star laying hens; Milieukeur for pork; Graskeurmerk for pork; Scharrel quality mark from Producert for pigs and cattle; Free Range pork (UK).

**3. Animal products originate from free range animals.**

Free range is defined as unroofed or fully or partially roofed outdoor access.

*Verification*

The tenderer may be asked to submit documentation demonstrating compliance with the criteria above. Products (excepting dairy) with the following quality marks will be assumed to be in compliance with the above: quality marks demonstrating that the products are organic (European Bio quality mark, EKO quality mark); Demeter; Beter Leven quality mark: 3 stars for all types of animal (also 1 and 2 stars for laying hens, 2 stars for veal, 2 stars for pigs, 1 and 2 stars for beef); Milieukeur beef; Milieukeur eggs; Eggs with commercial code 1; Scharrel quality mark from Producert for poultry and pork; Graskeurmerk quality mark; Label Rouge chicken (Fr); Free Range chicken and Free Range (UK).

**4. Animal products originate from rare breeds.**

Rare breeds are defined as breeds on the list of the Rare Pets Foundation ([www.szh.nl/rassen/](http://www.szh.nl/rassen/)) and which are at least 65% purebred or breeds on a comparable list in another EU member state and which are at least 65% purebred

*Verification*

The tenderer may be asked to submit documentation demonstrating compliance with the criteria above.

- 5. Fish products originate from fish caught or farmed using sustainable methods, so as to not inflict damage on other animal species and plants, and in catch volumes that do not deplete the stocks of the fish species.**

*Verification*

The tenderer may be asked to submit documentation demonstrating compliance with the criteria above. Products with the following quality marks will be assumed to be in compliance with the above: MSC fish and "green"/"yellow" fish (good choice/second choice) on the fish guide. For farmed fish: quality marks demonstrating that the products are organic (European Bio quality mark, EKO quality mark); Demeter; Naturland; Soil Association; Milieukeur and [late 2011] the ASC QUALITY MARK. See ([www.wnf.nl](http://www.wnf.nl) , [www.goedevis.nl](http://www.goedevis.nl))

- 6. Vegetable products from greenhouses are grown in greenhouses that save at least 25% of primary fuel as compared to the situation in which the greenhouse is supplied with energy from heating through a conventional combustion boiler and purchase of grey electricity. Savings are documented using the calculation method applied for the Energy certificate or comparable method.**

Primary fuel means fuels extracted or directly withdrawn from natural resources such as crude oil, coal and natural gas.

*Verification*

The tenderer may be asked to submit documentation demonstrating compliance with the criteria above. Greenhouse products with the Milieukeur quality mark for greenhouse produce will be assumed to be in compliance with the above. Other greenhouse products may also be in compliance if an Energy certificate has been provided for the greenhouse in which the product is grown, demonstrating the 25% savings on primary fuel.

- 7. Vegetable products from greenhouses are grown without the chemical-synthetic agents identified below.**

Products not permitted for greenhouse-grown products:

- 2.4 D
- Glyphosate
- Glyphosate ammonium
- Linuron
- Maneb
- Mancozeb
- MCPA
- Mecoprop

*Verification*

The tenderer may be asked to submit documentation demonstrating compliance with the criteria above. Products with quality marks that demonstrate that the products are organic (European Bio quality mark, EKO quality mark); Demeter, "Products in transition to organic agriculture" and greenhouse products with the Milieukeur quality mark will be assumed to meet these criteria.

- 8. Vegetable products from farming on arable land, open ground farming and fruit farming are grown without chemical-synthetic agents or only with the agents listed below.**

Permitted agents in arable land and open ground farming:

See the "Milieukeur certification table for vegetable products from open ground farming", version 1 February 2011, code AP&V.2-PP.9, schedule Ivb, pages 23-92.  
<http://www.smk.nl/files/categories/5/531/def%20Schema%20PP%209%2020012011%20AKK.pdf>

Permitted agents in fruit growing:

See the "Milieukeur certification table for vegetable products from open ground farming", version 1 February 2011, code AP&V.2-PP.9, schedule Ivd, pages 92-95.  
<http://www.smk.nl/files/categories/5/532/def%20Schema%20PP%209%2020012011%20FRUIT%20a p%20pe.pdf>

	<p><i>Verification</i></p> <p>The tenderer may be asked to submit documentation demonstrating compliance with the criteria above. Products with quality marks that demonstrate that the products are organic (European Bio quality mark, EKO quality mark); Demeter, “Products in transition to organic agriculture” and arable land/open ground products with the Milieukeur quality mark will be assumed to meet these criteria.</p> <p><b>9. The following vegetable products are cultivated without the chemical-synthetic agents listed on the Pesticide Action Network (PAN) "Dirty Dozen List", <a href="http://www.pesticideinfo.org/Search_Chemicals.jsp">http://www.pesticideinfo.org/Search_Chemicals.jsp</a>, section "Find Chemicals by Toxicity": banana, orange, lemon, mango, guava, pineapple, coffee, tea, cocoa and rice.</b></p> <p><i>Verification</i></p> <p>The tenderer may be asked to submit documentation demonstrating compliance with the criteria above. Products with quality marks that demonstrate that the products are organic (European Bio quality mark, EKO quality mark); Demeter, “Products in transition to organic agriculture” and products with the quality marks Utz Certified, Rainforest Alliance and Fair Trade will be assumed to meet these criteria.</p> <p><b>10. Animal products originating from animals fed with products of vegetable origin of which 95% by volume of the feed is the result of cultivation without the use of chemical-synthetic agents.</b></p> <p><i>Verification</i></p> <p>The tenderer may be asked to submit documentation demonstrating compliance with the criteria above. Products with quality marks that demonstrate that the products are organic (European Bio quality mark, EKO quality mark) and Demeter will be assumed to meet these criteria.</p> <p>For at least a portion of the items to be supplied, the contractor will only be able to demonstrate during the performance of the contract based on the quality marks or audit reports by an independent expert whether the sustainability properties are met. The method of documentation of this must be set out in the contract.</p> <p>Eggs with commercial code 3 are not in compliance with any of the sustainability properties.</p> <p><b>11. Milk sourced from dairies in compliance with requirements for grazing within the definition of Stichting Weidegang.</b></p> <p>Dairies that meet the criteria for grazing milk maintained by Stichting Weidegang (the Dutch foundation that provides information on grazing). On these farms, milk-giving cows are able to graze for a minimum of 120 days for at least six hours per day.</p> <p><i>Verification</i></p> <p>The tenderer may be asked to submit documentation demonstrating compliance with the criteria above. Dairy products must be shown to be made from milk that can be documented as 100% grazing milk.</p>
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## 6. Award criteria

No.	Award criteria (GC)
GC1	<p><b>Composition of product suite</b></p> <p>The higher the amount above 50% of the offerings that at the start of the contract are in compliance with one or more of the sustainability properties set out above, the higher this component of the tender will be rated. In each year of the contract, the percentage will be taken over the procurement volume (measured in euros) of that year measured from the start of the contract.</p> <p>Procurement volume is defined as the products purchased for the contract times the procurement price thereof (this is the price excluding VAT, but including any discounts). The offerings include both non-composite products and composite products.</p>



Non-composite products refers to a product of which 95% by weight is a single raw material. Composite products refers to a product containing at least two raw materials, neither of which makes up more than 95% by weight of the product. For composite products, 75% by weight or more of the raw materials must meet one or more sustainability properties in order to be classified within the 50% referred to above.

The offerings refer to the entire portfolio of consumable products purchased under the contract. This means that the requirement does not apply to hardware (plates, silverware, other equipment).

### **Sustainability properties**

#### **1. Animal products originate from animals that have had more indoor living space than legally required throughout the several phases of the life cycle.**

The legally required indoor living space means the minimum surface area in the stall per animal, as described in the Keepers of Animals Decree (*Besluit Houders van Dieren*).

##### *Explanation*

The minimum required surface areas of indoor living space for each animal according to this decree are:

- Laying hens: 1,111 cm<sup>2</sup> per hen; article 2.70 lid 1
- Fryer chicks: 33 kg per m<sup>2</sup>; article 2.55
- For fattening pigs, sows and hogs, different standards apply depending on weight class for piglets and fattening pigs. These are given in the text of the decree (article 2.17).
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##### *Verification*

The tenderer may be asked to submit documentation demonstrating compliance with the criteria above. Products (excepting dairy) with the following quality marks will be assumed to be in compliance with the above: quality marks that demonstrate that the products are organic (European Bio mark, EKO mark); Demeter; Beter Leven quality mark 1, 2 and 3 stars (excepting beef and veal); Graskeurmerk (chicken, pork); Scharrel quality mark from Producert for pork, Milieukeur for eggs; Label Rouge chicken (Fr); Free Range pork (UK); Free Range chicken (UK).

#### **2. Animal products originating from animals subjected to fewer or less drastic procedures than permitted by or under the Health & Welfare Act for animals.**

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#### **4. Animal products originate from rare breeds.**

Rare breeds are defined as breeds on the list of the Rare Pets Foundation ([www.szh.nl/rassen/](http://www.szh.nl/rassen/)) and which are at least 65% purebred or are breeds on a comparable list in another EU member state and

which are at least 65% purebred. The care of the Rare Pets Foundation covers breeds of farm animals that are of Dutch origin, have unique characteristics and are rare.

*Verification*

The tenderer may be asked to submit documentation demonstrating compliance with the criteria above.

- 5. Fish products originate from fish caught or farmed using sustainable methods, so as to not inflict damage on other animal species and plants, and in catch volumes that do not deplete the stocks of the fish species.**

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- 8. Vegetable products from farming on arable land, open ground farming and fruit farming are grown without chemical-synthetic agents or only with the agents listed below.**

Permitted agents in arable land and open ground farming:

See the "Milieukeur certification table for vegetable products from open ground farming", version 1 February 2011, code AP&V.2-PP.9, schedule Ivb, pages 23-92.

<http://www.smk.nl/files/categories/5/531/def%20Schema%20PP%209%2020012011%20AKK.pdf>

	<p>Permitted agents in fruit growing: See the "Milieukeur certification table for vegetable products from open ground farming", version 1 February 2011, code AP&amp;V.2-PP.9, schedule Ivd, pages 92-95. <a href="http://www.smk.nl/files/categories/5/532/def%20Schema%20PP%209%2020012011%20FRUIT%20a p%20pe.pdf">http://www.smk.nl/files/categories/5/532/def%20Schema%20PP%209%2020012011%20FRUIT%20a p%20pe.pdf</a></p> <p><i>Verification</i> The tenderer may be asked to submit documentation demonstrating compliance with the criteria above. Products with quality marks that demonstrate that the products are organic (European Bio quality mark, EKO quality mark); Demeter, "Products in transition to organic agriculture" and arable land/open ground products with the Milieukeur quality mark will be assumed to meet these criteria.</p> <p><b>9. The following vegetable products are cultivated without the chemical-synthetic agents listed on the Pesticide Action Network (PAN) "Dirty Dozen List", <a href="http://www.pesticideinfo.org/Search_Chemicals.jsp">http://www.pesticideinfo.org/Search_Chemicals.jsp</a>, section "Find Chemicals by Toxicity": banana, orange, lemon, mango, guava, pineapple, coffee, tea, cocoa and rice.</b></p> <p><i>Verification</i> The tenderer may be asked to submit documentation demonstrating compliance with the criteria above. Products with quality marks that demonstrate that the products are organic (European Bio quality mark, EKO quality mark); Demeter, "Products in transition to organic agriculture" and products with the quality marks Utz Certified, Rainforest Alliance and Fair Trade will be assumed to meet these criteria.</p> <p><b>10. Animal products originating from animals fed with products of vegetable origin of which 95% by volume of the feed is the result of cultivation without the use of chemical-synthetic agents.</b></p> <p><i>Verification</i> The tenderer may be asked to submit documentation demonstrating compliance with the criteria above. Products with quality marks that demonstrate that the products are organic (European Bio quality mark, EKO quality mark) and Demeter will be assumed to meet these criteria.</p> <p>For at least a portion of the items to be supplied, the contractor will only be able to demonstrate during the performance of the contract based on the quality marks or audit reports by an independent expert whether the sustainability properties are met. The method of documentation of this must be set out in the contract.</p> <p>Eggs with commercial code 3 are not in compliance with any of the sustainability properties.</p> <p><b>11. Milk sourced from dairies in compliance with requirements for grazing within the definition of the Grazing Foundation.</b></p> <p>Dairies that meet the criteria for grazing milk maintained by the Grazing Foundation. On these farms, milk-giving cows are able to graze for a minimum of 120 days for at least six hours per day.</p> <p><i>Verification</i> The tenderer may be asked to submit documentation demonstrating compliance with the criteria above.</p>
GC2	<p><b>Reduction of animal proteins</b></p> <p>The higher the amount of reduction of animal protein in the offerings is reduced annually from the previous year, with a minimum difference of 5% expressed in a percentage of the procurement level in euros, the higher this component of the tender will be rated.</p> <p>If the contract is awarded to a tenderer who has made a commitment to do this in the bid, this must also be set out in the contract.</p> <p><i>Verification</i> The tenderer may be asked to submit documentation demonstrating compliance with the criteria above.</p>

## 7. Contract provisions

No.	Award criteria (GC)
CB1	<p><b>Contract provisions</b></p> <p>Within six months from the start date of the contract, the contractor in collaboration with the client must prepare a communication plan that describes how information concerning sustainable catering will be provided to the end user, and must execute this plan in a verifiable way. The plan must at a minimum address the following points:</p> <ul style="list-style-type: none"> <li>• What product information will be communicated.</li> <li>• The way in which product information will be communicated.</li> <li>• The way in which the objectives related to sustainable catering will be communicated.</li> <li>• The way in which the contractor promotes sustainable products.</li> <li>• The subdivision of tasks between the contractor and client.</li> </ul>
CB2	<p><b>Improvement plan</b></p> <p>The contractor will draw up an improvement plan within six months after the award of the contract in partnership with the contracting authority in which it is determined how, during which contract period and within which frameworks of the contract the environmental burden of the work related to the contract will be reduced or prevented.</p> <p>At least the following topics will be included in the improvement plan:</p> <ul style="list-style-type: none"> <li>• Energy and water consumption</li> <li>• Waste and waste separation</li> <li>• Packaging, including disposable silverware</li> <li>• Loss/food waste</li> <li>• Use of cleaning agents</li> <li>• Transport related to the contract (for staff and resources)</li> <li>• Staff training and working instructions</li> </ul> <p>The environmental burden will be defined for the specified topics and, whenever possible, this will be quantified, the objectives will be determined and measures will be formulated to realise the objectives.</p> <p>Additional contract provisions can include the following should they be relevant:</p> <ul style="list-style-type: none"> <li>• At least twice per year, the contracting authority and the contractor will meet to discuss progress</li> <li>• Tightening improvement plan during the course of the contract period during the regular consultation sessions.</li> </ul>
CB3	<p><b>Reporting</b></p> <p>The contractor will report to the contracting authority every six months on the percentage of the offerings, calculated on the procurement volume over the past six months, in euros, consisting of products with one or more of the sustainability properties specified in minimum requirement 1.</p>