

NHN Circular Deal for Secondary Construction Materials

Contents

CONTENTS	1
PARTIES.....	1
GENERAL CONSIDERATIONS	1
SPECIFIC CONSIDERATIONS	2
ARTICLE 1: OBJECTIVE.....	2
ARTICLE 2: SUB-OBJECTIVES AND MEASURES.....	3
ARTICLE 3: COMMUNICATION	5
ARTICLE 4: ENTRY OF PARTIES	5
ARTICLE 5: ADMINISTRATIVE PROVISIONS.....	6
ANNEX A: PARTICIPATING PARTIES.....	7
ANNEX B: DEFINITIONS	8
ANNEX C: CIRCULAR HARVESTING RULES.....	10
<i>Minimum Rules</i>	10
<i>Optional Rules</i>	11
<i>Paragraph for use in the contract letter</i>	14
ANNEX D: DETAILS OF AWARD CRITERIA.....	16
ANNEX E: LIST OF SPECIALISTS	19

Parties

The Initiators

- Province of Noord-Holland, contact person: Fanauw Hoppe
- Circulair Westfriesland, contact person: Barbara Harskamp

The scope of the initiators' activities is described in Article 2.2.2(a), Article 2.3.1(a) and Article 2.3.2(a).

The Participating Parties

The parties referred to in Annex A

General considerations

- A circular economy is necessary in order to live on a healthy planet in the future, with a sustainable and strong economy.¹
- In a circular economy we constantly reuse products and raw materials, which means they are preserved and decreasing amounts of primary raw materials are required.² The construction sector is responsible for 50% of raw material consumption, which means a substantial

¹ <https://www.rijksoverheid.nl/onderwerpen/circulaire-economie/noodzaak-van-circulaire-economie>

² National Circular Economy Programme 2023-2030. Government of the Netherlands

environmental gain can be achieved by applying and encouraging circularity in the construction sector.³

- Environmental gains can be achieved among other things by reforming and closing raw material supply chains and thereby processing and reusing released construction materials effectively and with the least possible environmental impact.
- Supply chain collaboration comprises collaboration both within and between chains, as well as collaboration within and between regions.

Specific considerations

- The parties conducted a joint exploratory study in the period from December 2022 to July 2023. A list of Participating Parties can be found in Information Annex A.
- By entering into a commitment and promoting collaboration, the parties wish to increase the circular use of raw materials.
- The parties have an interest in maintaining a clear overview of construction material supply chains and the parties involved.
- Circular harvesting, knowledge-sharing and knowledge-recording are important elements in the creation of a circular construction economy.
- Circular harvesting can also be financially attractive. In principle, it is no more expensive than traditional demolition and can even be substantially cheaper with CO₂ pricing.
- Organisations can use the measures in this Circular Deal in their implementation of the [Corporate Sustainability Reporting Directive](#) (CSRD). The CSRD is a European directive that requires increasing numbers of businesses to report on the impact of their activities on people and the environment.
- The Province of Noord-Holland (PNH) and Circulair Westfriesland (CWF) are taking the initiative in this Circular Deal with the aim of strengthening regional collaboration and encouraging a circular built environment.

The parties agree as follows:

Article 1: Objective

The Province of Noord-Holland and Circulair Westfriesland wish to switch to a fully circular economy by 2050 and to reduce the use of primary raw materials by 50% in 2030.⁴ The objective of this Circular Deal is to encourage circular construction in Noord-Holland North, to use fewer raw materials and thus to contribute to these circular objectives.

Intended effects:

- All Participating Parties will apply circular harvesting as standard;
- Where possible, Participating Parties will disclose how much released material has been processed in a circular manner and by what means;
- Participating Parties will actively share knowledge and collaborate in both the creation of circular chains and identifying and linking existing chains, platforms (including digital platforms) and circular raw material hubs.

³ Transition Agenda for the Construction Sector. (2018). Government of the Netherlands

⁴ Circular Economy Action Agenda 2021-2025. Province of Noord-Holland.

The results of this Circular Deal can be used in other, comparable initiatives or projects, thereby enabling the scope of the Circular Deal to be widened without any specific support being required.

Article 2: Sub-objectives and measures

This article details the three sub-objectives: 1. Circular harvesting, 2. Knowledge-sharing, 3. Supply chain collaboration. Each sub-objective includes a number of measures describing the actions to be taken.

2.1 Circular harvesting is becoming the standard

2.1.1 Establishing harvesting rules

Ahead of the signing of the Circular Deal, the parties have jointly established the circular harvesting rules. These are part of the Circular Deal (see Annex C).

2.1.2 Working in accordance with harvesting rules

a) Participating Parties

- i. Each Participating Party will operate fully in accordance with the minimum requirements and terms and conditions of the circular harvesting rules within two years (see Annex C). In 2024, each Participating Party will apply the circular harvesting rules to at least 50% of all demolition projects that it carries out or commissions in the Noord-Holland North region.

b) Initiators

- i. If there is demand, the initiators will organise a meeting concerning compliance with the harvesting rules. If Participating Parties observe that their partners are not complying with the harvesting rules, they may draw the partners' attention to these rules. The initiators will then arrange a meeting with the parties concerned to explain the rules. They will also offer these parties an explanation of how to comply.

2.1.3 Drawing attention to the rules

During the term of this Circular Deal, each Participating Party will bring the rules to the attention of at least three other parties (other than the Participating Parties) and request them to apply the rules as standard to circular harvesting in their demolition project.

2.2 Knowledge-sharing

2.2.1 Supplying information

All Participating Parties will provide Initiators with knowledge and experiences relating to projects to which the circular harvesting rules have been applied, for the purposes of evaluation, knowledge-sharing and further development.

2.2.2 Structural knowledge exchange.

In essence, all parties will share knowledge with each other and exchange experiences. This will be done in the following ways, among others:

a) Participating Parties

- i. Sharing knowledge and experience, problem areas and lessons learned from circular demolition projects and circular construction in general through their own communication channels.

- ii. Sharing knowledge and experience, problem areas and lessons learned with each other during the sessions organised by the Initiators. See subparagraph a).
 - iii. Providing a six-monthly overview of the expected construction projects in Noord-Holland North (including demolition, new construction, restructuring and innovation). The Participating Parties can use the knowledge of these planned construction projects to explore possibilities for circular construction.
- b) Initiators
- i. The Initiators will organise at least two further sessions providing an opportunity to share acquired knowledge.
 - ii. If necessary, the Initiators will organise supply chain sessions to identify and discuss opportunities and obstacles and investigate actions whereby these can be addressed to further the objectives.
 - iii. The Initiators will set up a monitor at the end of this year with the aim of recording knowledge and monitoring and evaluating progress, unless the Initiators decide otherwise.
- c) Exception: The exchanging of information does not apply to company-confidential or (competition) sensitive information, as assessed by the Party itself.

2.2.3 All Participating Parties will make every effort to have third parties co-sign this Circular Deal.

At least by:

- Publishing the Circular Deal text on their own communication channels;
- Actively drawing the attention of supply chain partners to the possibilities offered by this Circular Deal; and
- Putting interested parties in contact with the Initiators.

2.2.4 Education and research

This measure relates specifically to the contribution of banks and knowledge institutions to this Circular Deal.

- a) Banks
- i. Participating banks will provide the other Participating Parties with advice and, where possible, sustainable financing solutions.
 - ii. They will use their knowledge, expertise and networks to promote collaboration between parties and to encourage the use of secondary construction materials.
 - iii. They will actively engage in new knowledge development, facilitate knowledge-sharing and share the lessons learned from their own practice.
- b) Knowledge institutions
- i. Participating knowledge institutions will actively engage in new knowledge development through research into the circular use of construction materials.
 - ii. They will commit to sharing existing and collectively developed knowledge, including any lessons learned from research and practice.

2.3 Supply chain collaboration

2.3.1 Insight into supply chains

- a) Participating Parties
 - i. The Participating Parties will supplement these overviews, use them themselves and bring them to the attention of others who are not party to this Circular Deal.
- b) Initiators
 - i. The Initiators will draw up a list of specialists for each product group.
 - ii. The Initiators will draw up a list of supply chain participants having experience of circular supply chain collaboration.
 - iii. Note: These lists will not be exhaustive.
 - iv. Note: The detailed arrangements cannot be defined at present.

2.3.2 Creating missing supply chains

The Parties shall make every effort to create missing chains. This will be done at least in the following ways:

- a) Participating Parties
 - i. Participating Parties will share acquired knowledge of new chains with the Initiators.
- b) Initiators
 - i. The role that PNH and CWF can play in this will be investigated.
 - ii. Where possible and beneficial, the Initiators will bring parties into contact with each other.
 - iii. The Initiators will facilitate supply chain sessions with the aim of strengthening existing chains or establishing missing chains.

Article 3: Communication

The Circular Deal can be referred to in communications as the 'NHN Circular Deal for Secondary Construction Materials'. After the Circular Deal has been concluded, it will be made public, including through the Circulair Westfriesland website, the Province of Noord-Holland website and various media channels (at least LinkedIn).

The Circular Deal will not give rise to any copyright or intellectual property rights. The results are a public good and can therefore be freely used by others or in other projects, increasing the scope of the Circular Deal.

With regard to the handling of personal data, both the Initiators and the Participating Parties will comply with the applicable European and other privacy rules such as the GDPR and related national legislation when implementing the Circular Deal. With a view to efficient communication on and in the context of the implementation of the Circular Deal, the Initiators will collect and store personal and/or professional contact details of all Participating Parties. This data will not be used for any other purpose than this communication.

Article 4: Entry of parties

New parties can join this Circular Deal. To do so, a new party must submit a written request to the representatives of the Initiators. After the Initiators have approved the application in writing, the joining party will be granted the status of Party to the Circular Deal and will be subject to the rights and obligations arising for it from the Circular Deal. Approval will only be withheld on reasonable grounds. The signed joining declaration will be attached as an annex to the Circular Deal.

Article 5: Administrative provisions

Costs

The parties will each pay their own costs associated with or resulting from their participation in this Circular Deal.

Compliance

Participation is voluntary, but not without obligation. The Parties therefore agree that compliance with the agreements in the Circular Deal will be binding.

Every year, the Participating Parties will evaluate compliance with agreements and give feedback to the Initiators (possibly during the sessions to be organised, see Article 2.2.2(a)). If agreements cannot be or have not been complied with, the non-compliant party will explain why and indicate within what reasonable period compliance will be achieved.

Progress will be discussed twice a year in a steering group initially consisting of the Province of Noord-Holland and Circulair Westfriesland.

Term

Participation will be for a term of two years.

This Circular Deal will be in force from 12-01-2024 to 12-01-2026.

Annex A: Participating Parties

Signed on 12-01-24

Organisations:

- Beens Dredging B.V.
- Boy Limmen Sloopwerken B.V.
- C.A. de Groot Groep B.V.
- Circq
- Circulair Westfriesland
- EBS European Building Supply B.V.
- Floris Groep
- Foekens Groep
- Municipality of Bergen
- Municipality of Dijk en Waard
- Municipality of Enkhuizen
- Municipality of Heiloo
- Municipality of Hollands Kroon
- Municipality of Hoorn
- Municipality of Medemblik
- Municipality of Opmeer
- Municipality of Stede Broec
- Municipality of Uitgeest
- Gemeentelijk Woningbedrijf Opmeer
- GGZ Noord-Holland-Noord
- GP Groot B.V.
- Hogeschool Inholland
- Kennemer Wonen
- Kesselaar & Zn
- KUUK
- Luijtgaarden
- Meijs Ingenieurs & Uitvoering
- N.V. Afvalzorg Holding
- Natural Plastics International
- Ooms Bouw en Ontwikkeling B.V.
- Province of Noord-Holland
- Schadenberg Bouw
- Toekomstgroep Holding B.V.
- Van der Bel B.V.
- VERAS
- Vic Obdam Staalbouw B.V.
- Welwonen
- Woonwaard

Annex B: Definitions

Certification Body: A body that assesses whether a party is complying with the guideline to be assessed and the extent to which the conditions are being/have been complied with.

Circular Construction Economy: The basis for construction is the development, use and reuse of structures, areas and infrastructure, without unnecessary depletion of natural resources, pollution of the environment and damage to ecosystems. This means that materials or products with the lowest possible environmental impact will be used throughout the life cycle of production, application and the usage phase including maintenance and the waste phase and reuse. [NPCE]

Circular Construction Material: Construction products or materials that are certified by specialists (= comparable quality) and therefore do not leave the chain.

When working with these, we aim as far as possible to:

1. Reuse products for a comparable function or upgrading
2. If that is not possible, turn the product (or product components) into a comparable product
3. If that is not possible, process it into raw materials and turn it into a new product (recycling)

But with:

- 3.1. Sustainable processing
 - a) Energy- and material-efficient processing
 - b) Use of green energy
 - c) Low CO₂ emissions
 - d) Low nitrogen emissions
 - e) As few toxic substances/substances of very high concern (SVHC) as possible
- 4. Only if this is not possible is it permitted to downgrade the material.

Additionally:

- We know where it comes from and where it is going to
- Used on a detachable basis
- Distinction in quality

Circular Harvesting: Demolishing, dismantling, disassembly and reassembly in such a way that the raw materials released are reused as high-grade components in other projects. Working in accordance with the circular harvesting rules jointly drawn up by the Initiators and the Participating Parties contributes to this.

Circular harvesting rules: Guidelines for the circular implementation of a demolition project. These were drawn up by the Initiators in collaboration with the Participating Parties ahead of the signing of the Circular Deal (see measure 3.1.1 and Annex C). These rules are in two parts. Part one consists of minimum requirements and terms and conditions that can easily be applied to any demolition project. This ensures that the minimum basis for circular harvesting is applied. Part two consists of some additional options to continue challenging market participants to implement a circular approach. This consists of requirements, criteria, terms and conditions and a standard text that can be added as a paragraph to the letter awarding a contract.

Certified specialist: A specialist who can process secondary construction materials for reuse certifies them and then returns them to the supply chain.

Engineering firm: A party that provides services in the field of advice and guidance for technical projects. In a circular demolition project, this party can coordinate the project on behalf of the client.

Measure: These are the actions to be carried out during the term of this Circular Deal. These measures can be divided into several actions. The parties that should carry out these actions are specified.

Noord-Holland North: This area comprises the regions of Alkmaar and surrounding districts, Kop van Noord-Holland and West-Friesland. See [this link](#) for a map showing the boundaries and a list of the associated municipalities.

Client: A party responsible for directing and coordinating the demolition work. This may be, for example, a private individual, a company, a government institution, a housing association or a healthcare institution that owns the building or site to be harvested. The client is responsible for drawing up a harvesting plan, selecting the right contractor(s) and monitoring the progress and quality of the project.

Contractor: A party that carries out demolition work on behalf of the client. The contractor is responsible for carrying out the demolition work in accordance with the prepared harvesting plan and within the statutory safety and environmental requirements.

Annex C: Circular harvesting rules

These are the circular harvesting rules drawn up on the basis of the 'NHN Circular Deal for Secondary Construction Materials' project initiated by the Province of Noord-Holland and Circulair Westfriesland. These rules are part of the NHN Circular Deal for Secondary Construction Materials.

Within these rules we distinguish between Minimum rules and Optional rules. The Minimum rules comprise four essential requirements and two general conditions that must be applied to every demolition project. These requirements guarantee the process in which circular harvesting can be carried out but do not guarantee circular harvesting itself. To achieve this, additional requirements, award criteria and terms and conditions are required. These can be found under the Optional rules. They are optional because they may involve additional costs and/or commitment. For each project it is necessary to determine which of these optional rules will be applied. To maintain an optimum focus on circular harvesting, it is advisable to adopt as many of these optional rules as possible. The Optional rules section also includes a paragraph that a client can include in the circular harvesting contract letter, thereby further emphasising the importance of circular harvesting.

Minimum Rules

Requirements

E1.1 Certification:

The tenderer will use procedures for the demolition work in accordance with BRL SVMS-007. The full text of BRL SVMS-007 (Assessment Guideline for Safe and Environmentally Friendly Demolition) is available through the [Safe and Environmentally Friendly Demolition Foundation](#). The BRL describes a working method that includes guidelines for the following steps, among other things:

- work request assessment
- substance inventory
- work preparation
- execution
- treatment and removal of demolition materials
- delivery

Each of these steps must be reported in accordance with the requirements of BRL SVMS-007. The aim is to identify risks and waste flows.

Information for the purchasing organisation

BRL SVMS-007 sets requirements for the demolition contractor, but the purchasing organisation also has a role to play. It is necessary to determine which documentation (including asbestos inventory and soil investigation) must be available at the time of the invitation to tender, so that tenderers can submit a full tender.

Possible evidence

- BRL SVMS-007 sets requirements for tenders: a work request assessment and, if possible, a substance inventory must be carried out in advance. This, together with a statement that work will be carried out in accordance with BRL SVMS-007, is the most important evidence.
- BRL SVMS-007 certificate. Or an equivalent certificate. The register of all certified demolition companies can be found on the website of the Safe and Environmentally Friendly Demolition Foundation.

- Or equivalent.

Use of the BRL SVMS-007 certificate as evidence is preferred. If a party does not have this certificate, it is important to carry out proper monitoring and enforcement to ensure that the correct working method is used.

In addition, reference can be made to Article 2.1.2(b) of the Circular Deal, where market participants are offered the opportunity to attend a session in which the working method and the use of this certificate and the harvesting rules are explained.

E1.2 Materials and raw materials inventory

In the tender or preparation phase of the project, the tenderer must conduct an inventory of materials and raw materials in accordance with BRL SVMS-007 in the object to be demolished. This must state as a minimum the material flows in Article 4.1 of the Building Decree Regulations 2012 that must be separated on the demolition site.

E1.3 Safe and Clean Demolition

Prior to the execution of the work, the Contractor will draw up a Demolition Safety Plan in accordance with SVMS-007, including at least a description of the requirements for the demolition site (in accordance with [SVMS-013](#)).

E1.4 Product sheets:

The contractor must adhere to the minimum requirements for recycling in the product sheets for the material flows of concrete, A and B wood, metals and glass. These can be found on [Sloop Circulair](#).

In consultation with the client (and any engineering firm involved), a contractor may adjust the percentages in the product sheets if this is deemed necessary. For example, on the basis of the materials and raw materials inventory, it may be argued that certain percentages are not feasible, so this requirement may be adjusted accordingly.

General matters

A1.1 Timely identification of projects

Early involvement in the process means there is more opportunity to create space in the schedules of the municipality, demolition companies and other parties involved, so that the demolition can be carried out in a circular manner. Circular harvesting takes longer than conventional demolition.⁵

A1.2 Give the demolition contractor sufficient time and space

Circular harvesting requires sufficient time not only during preparation but also during execution. This period is essential to conduct an inventory of materials, remove them from the building and find suitable buyers for the materials. Sufficient space is also required to separate the materials on site. The time and space required will vary depending on the project. In concrete terms, this means that the demolition contractor joins the construction project team as soon as it is established.

Optional Rules

Requirements

⁵ https://openresearch.amsterdam/image/2021/4/14/8_artikel_circulair_slopen.pdf

E2.1 Circular Demolition Project Verification Scheme

After the contract has been awarded, the Client (or Contractor at the Client's request/instruction) will register this project for verification. This can be done as a supplement to BRL SVMS-007. The [Circular Demolition Project Verification Scheme](#) contains additional requirements which the Contractor must fulfil. The verification can be requested from a Certification Body, which can be found through the [Safe and Environmentally Friendly Demolition Foundation](#). This verification includes an assessment of the extent of compliance with the conditions for execution of the contract. The verification is carried out by an independent Certification Body. For the Contractor this means the following:

- Providing a materials and raw materials inventory in advance, including a separation plan and work instructions/harvesting manuals on how to ensure that these materials are released correctly during the process and remain suitable for reuse.
- Providing information on the released materials and their destination (substance accountability) in accordance with the established procedure for transfers of information to the Certification Body.

E2.2 Attribution to supply chains

Appendix E includes an overview of supply chain partners for each product and material type. The harvested materials and products that are suitable for reuse must be offered first to the supply chain partners in the list. Deviations from this list are only possible if:

- The processing or reuse is at least demonstrably equivalent; and/or
- The conditions and rates/returns are better; and/or
- There are logistical advantages (CO₂, NO_x).

The Contractor will register companies engaged to remove released demolition materials (in accordance with [BRL SVMS-007](#)).

Suitability requirement

E2.3 References from circular demolition projects

Example of reference text:

Tenderers will be requested to supply a reference showing that they have experience of circular 'harvesting' work. The reference must relate to a comparable project in which circular harvesting methods were used and in which the tenderer showed that it can apply the principles of sustainability and circularity effectively. The reference must contain at least the following information:

1. Project description: a. Name and location of the project, b. Project size, c. Objectives and requirements relating to sustainability and circularity.
2. Work performed: a. Description of the circular harvesting methods used, b. Measures taken to minimise waste and reuse or recycle materials, c. Any innovative approaches or technologies used.
3. Results: a. Sustainability performances achieved, such as the percentage of material reuse (according to the R-ladder, see Figure 2), reduction of CO₂ emissions, etc. b. Recognition or certifications received for sustainability performances (e.g. Circular Demolition Project Statement from the SVMS).
4. Role of the tenderer/project leader: a. Specifying the role of the tenderer/project leader in the project. b. Describing the tenderer's responsibilities and contributions relating to circular harvesting work.

Tenderers are asked to set out the reference in a clear and concise document (max. 3 A4). The document must demonstrate the relevance, quality and extent of the tenderer's experience in circular harvesting work.

The reference will be assessed to evaluate the tenderer's suitability and experience of circular harvesting work.

Award criteria

G2.1 Appraising the circularity of construction materials at the time of the tender

On the basis of a preliminary substance inventory, a Client can ask tenderers to indicate the degree of circularity of the materials being released. For each material type, the tenderer is asked to indicate what percentage will be reused and in what way (using the R-ladder -> the higher on the ladder, the higher the reward). It is important that the tenderer indicates this for all relevant materials that are present and may be harvested. In addition, it is essential that a high-grade form of reuse (such as direct reuse) is better rewarded than a low-grade form (such as recycling), as described on the R-ladder (see Figure 2).

It may also be desirable to indicate (for each material flow or group) which processing methods are possible, if necessary with details provided by an expert. On the basis of these figures, it is possible to set an ambitious baseline for the degree and form of reuse for some products (for example, direct reuse of at least 50% of the roof tiles).

It is nevertheless essential that the client conducts a preliminary materials and raw materials inventory for this purpose. An efficient method is to combine this requirement with a verification of the demolition project (see E2.1). The commitments made by the selected contractor will then be assessed and verified during and after the demolition project.

We have developed a model for this based on this Circular Deal (see Appendix D).

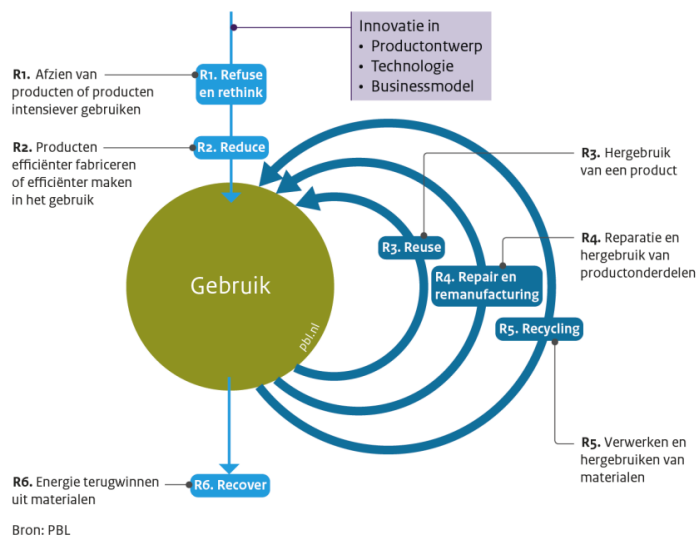


Figure 2: R-ladder with circularity strategies.

G2.2 A better circular economy plan is rated more highly – if there is sufficient supply⁶

The tenderer must submit an action plan describing the vision of the contract (or parts of it) with regard to raw material use. A description of the collaboration with the client, the collaboration with supply chain

⁶ <https://www.mvicriteria.nl/nl/webtool#/30/4,6/nl>

participants and the allocation of tasks must also be provided. The plan, the elements that must be included and the assessment are further described in Appendix D.

G2.3 Attribution of value

Instruct the tenderers (or just the winner) to calculate the saved environmental impact (for now: CO₂) through the use of circular harvesting.

So: What amount of CO₂ emissions are saved because x percentage of materials from this project are reused (as indicated in G2.1). It is also possible to request this only for a number of products or materials (based on the mass and/or environmental impact).

*This is very ambitious. If there is interest, it is important to check with an expert or by means of a market consultation whether this is possible (for the project in question).
Alternative: Only the winning party is required to do this.*

General matters

A2.1 Materials and raw materials inventory by the Client

In the preparatory phase of the project, a materials and raw materials inventory will be conducted in accordance with BRL SVMS-007 by or on behalf of the Client on the object to be demolished. This can be done, for example, in collaboration with an engineering firm. This inventory will provide an idea of the materials to be harvested. This knowledge can be used to make market participants think in advance about the circular possibilities (see additionally G2.1).

In E1.2, the Contractor is required to conduct a materials and raw materials inventory. This is a minimum condition and part of the working method in accordance with SVMS-007. In addition, it is appropriate for the client to conduct or commission a materials and raw materials inventory during the preparation phase. This advance inventory is necessary to be able to appraise a circular implementation (see G2.1 for an example and explanation) and thus further challenge the Contractor.

A2.2 Register the project for verification (see also E2.1)

- There is a circular demolition project verification scheme as a voluntary supplement to BRL SVMS-007. The verification can be requested from a Certification Body, which can be found through the [Safe and Environmentally Friendly Demolition Foundation](#).
 - Compliance with agreements is subject to an assessment by a Certification Body covering matters such as the substance inventory, the separation plan and substance accountability.
 - On delivery, the contractor will present a project verification statement to the client as proof that the requirements and the action plan submitted at the time of tender have been fulfilled.
- A project can also be registered with [sloopcirculair.nl](#) for assessment of compliance with the product sheets and the degree of circularity specified at the time of the tender.

Paragraph for use in the contract letter

The following paragraph can be included in the letter awarding the contract if desired. This indicates

where the focus is and, above all, states that this method of harvesting is 'new' to many and that we are jointly striving for a circular construction sector and a sustainable society.

The client is free to include all or part of this text in the letter awarding the contract. However, we believe it is important to state clearly why we are taking this approach and how it fits in with our ambitious objectives.

"We attach great importance to careful and responsible execution of the demolition project, where safety and environmental expertise come first. Our objective is a circular implementation of the demolition project, also known as 'circular harvesting'. With this approach we jointly strive for maximum reuse of materials and minimise the impact on the environment. We are enthusiastic about this approach and see it as an opportunity to contribute to the development of circular construction materials. By working closely with all parties involved, we strive for innovative and sustainable solutions for the demolition and construction sector. Together we can take an important step towards a circular economy and a responsible future for our [region] and society at large."

Annex D: Details of Award Criteria

The two award criteria (G2.1 and G2.2) described in the circular harvesting rules (Annex C) are further detailed here.

G2.1 Appraising the circularity of construction materials at the time of the tender

Model with explanation:

We have developed a model for this based on this Circular Deal (see Figure 1). Clients can adopt this fully or in part, but they are also free to develop or commission their own model.

In the left-hand column, the client enters all relevant materials that are present and able to be harvested (as determined in the materials and raw materials inventory). The tenderer indicates for each material what mass percentage is reused and how, divided over the three different strategies for lifetime extension in PBL's R-ladder (see Figure 2):

- Direct reuse (R3);
- Repair and reuse of product components (R4);
- Recycling (R5).

The higher the quality of the reuse, the more points the tenderer earns. For each material or product (e.g. window frames), it is necessary to state the material type to which it belongs (e.g. wood or plastic). A certain weighting factor is linked to this, based on the environmental impact (according to environmental cost indicator figures per kg of material). The weight is also entered in tonnes. The resulting figure is multiplied by the reuse destination percentages in a second table. This results in a total number of points per product/material based on the environmental impact, the quantity (in tonnes) and the method of reuse.

The weighting factor can be adjusted, as long as the ratio between the material types remains (approximately) the same, so that more points can always be scored when reusing products with a greater environmental impact.

Materialen uit inventarisatie	Totaal gewicht (in ton)		Soort materiaal	Weegfactor (afh. milieu-impact)		Maximale punten (weegfactor * gewicht)	Percentage bestemming hergebruik					
	aantal	ton		impact	gewicht		Direct hergebruik van het product	Aantal van productonderdelen	Reparatie en hergebruik van productonderdelen	Aantal van materialen (recycling)	Verwerken en hergebruiken van materialen (recycling)	Aantal opgeteld
Betonvloer	1	20	Beton	0,17	3,34	20,00%	2,67	0,00	80,00%	2,67	5,35	
Houten kozijn	6	0,5	Hout	1,04	0,52	0,00%	0,42	40,00%	0,42	0,00	0,83	
Ramen			0,4 Glas	2,60	1,04	0,00%	0,00	0,00	100,00%	1,04	1,04	
Gipsplaten	20		1 Gips	0,28	0,28	0,00%	0,00	60,00%	0,33	0,00	0,33	
Isolatieplaten	x		0,1 Isolatie	2,19	0,22	0,00%	0,00	0,00	0,00	0,00	0,00	
Kunststof kozijn	4		0,1 Kunststoffen	5,65	0,56	100,00%	2,26	0,00	0,00	0,00	2,26	
xx			Baksteen	0,15	0,00	0,00%	0,00	0,00	0,00	0,00	0,00	
xx			Beton	0,17	0,00	0,00%	0,00	0,00	0,00	0,00	0,00	
xx			Bitumen	0,49	0,00	0,00%	0,00	0,00	0,00	0,00	0,00	
xx			Electronica	60,73	0,00	0,00%	0,00	0,00	0,00	0,00	0,00	
xx			Kalkzandsteen	0,09	0,00	0,00%	0,00	0,00	0,00	0,00	0,00	
xx			Keramik	1,51	0,00	0,00%	0,00	0,00	0,00	0,00	0,00	
xx			Koper	4,22	0,00	0,00%	0,00	0,00	0,00	0,00	0,00	
xx			Lijm en verf	12,55	0,00	0,00%	0,00	0,00	0,00	0,00	0,00	
xx			Mortel	0,24	0,00	0,00%	0,00	0,00	0,00	0,00	0,00	
xx			Overige metalen	2,19	0,00	0,00%	0,00	0,00	0,00	0,00	0,00	
xx			Staal & IJzer	1,37	0,00	0,00%	0,00	0,00	0,00	0,00	0,00	
xx			Natuursteen	0,75	0,00	0,00%	0,00	0,00	0,00	0,00	0,00	
Totaal							0,00	0,00	0,00	0,00	9,81	

Figure 1: Table of circular construction materials for completion

This is an example of the table (partly completed). This cannot be added to Word in a working state, so it will be added as a separate attachment.

G2.2 A better circular economy plan is rated more highly – if there is sufficient supply⁷

The tenderer must submit an action plan describing the contribution made to the circular economy by the contract to which the tender relates. Elements that must be included in the plan are:

- Vision of the contract (or parts of it) with regard to raw material use, developed according to the R-ladder hierarchy
 - Refuse and rethink: prevent and reconsider material use
 - Reduce: reduce material use
 - Re-use: (with reuse also including refurbish, repair, remanufacture and repurpose): direct reuse of the product and strategies for value retention and lifetime extension, such as refurbishing and modernising an old product, or using parts of a discarded product in a new product (with the same or a different function).
 - Recycle: processing materials into raw materials with the same (high-grade) or lower (low-grade) quality than the original raw material
 - Recover: incineration of materials with energy recovery
 - Dispose: dumping materials at a licensed landfill site
- Collaboration with and consequences for the purchasing organisation, such as maintaining records for maintenance or return systems.
- Collaboration with supply chain partners.
- In the case of a contract that (also) includes long-term maintenance (more than three years) or deliveries for more than three years: specific vision of continued development towards a fully circular system, during the term of the contract.
- Organisation and allocation of tasks during the term of the contract:
 - Intended roles and obligations of the tenderer/supplying party/parties;
 - intended roles and obligations of the contracting party.

A better plan receives a higher rating. The action plan will be assessed on the basis of the following aspects:

- The vision of raw material use, appraised according to the hierarchy of the R-ladder: contributions to higher rungs are rated more highly than contributions to lower rungs;
- Extent to which the action plan has been described in a SMART way: the SMARTER it is, the higher the rating;
- Involvement of collaboration partners throughout the chain: the more involvement there is, the higher the rating;
- Account of the role of the various supply chain participants and the contracting party: the more clearly the role is described, the higher the rating.

⁷ <https://www.mvicriteria.nl/nl/webtool#/30/4,6/nl>

SMART description:

Specific	Is there a clear, complete and concrete description of the Tenderer's approach, based on its role and responsibility and specifically for this Contract?
Measurable	Is there a clear, complete and concrete description of the results are and how the Tenderer demonstrates the results, evaluates and possibly adjusts its approach to increase the efficiency and effectiveness of its approach?
Acceptable	Is the approach acceptable within the context of the Contract, the objectives and assessment elements?
Realistic	Is the approach realistic and feasible within the context of the Contract, the objectives and assessment elements?
Time-related	Does the approach include a clear, complete and concrete description of the milestones the Tenderer is pursuing and how they fit within the planning of the Contract?

It is important that clients indicate, where possible, how and to what extent higher ratings are awarded. Clients may add a scoring methodology to this requirement.

Annex E: List of Specialists

Annex E is available as a separate Excel.