1.1 Ryder Cup Europe Outlook

The 2014 Ryder Cup aims to be a world leader in showcasing resource efficiency, environmental stewardship and corporate responsibility through an innovative, practical and highly visible sustainability initiative.

Ryder Cup Europe (RCE) is committed to ensuring that The Ryder Cup is managed in a way that is economically viable but is also environmentally sound, socially responsible and ethical.

RCE will do business with suppliers and licensees who are best placed to deliver outstanding value for money. Sustainability is one of a number of core elements which together represent what value for money means to RCE.

As a result it will place a high priority on environmental, social and ethical issues when procuring products and services for The Ryder Cup.

This means we want to do business with responsible suppliers and licensees; companies who treat their staff and sub-contractors well, who understand the nature of the products and materials they are supplying, and who demonstrate their responsibility to protect the environment and foster good relations with their local communities.

1.2 Objectives of the Code

- Minimise our environmental impact and deliver community benefits through better selection and improved usage of products and services
- Foster innovation in our supply chain to increase the availability and effectiveness of sustainable solutions that meet our operational requirements
- Require our suppliers to adopt practices that minimise their environmental impact and deliver community benefits in relation to their own operations and throughout the supply chains in which they operate
- Work in partnership with suppliers to achieve our common goals and continually improve performance over time

1.3 What is sustainable sourcing?

Sustainable sourcing is the procurement of products and services with environmental, social and ethical issues in mind.

RCE views this as sensible and efficient business practice, which we aim to make integral to the way we work. It helps us to make properly informed and balanced decisions when procuring the products and services needed for the successful delivery of The Ryder Cup.

The Ryder Cup represents an opportunity to deliver a truly world-class event, that brings immediate and lasting legacies for the localities in which the event takes place, and in driving sustainability across golf and sport.

Our vision is to set the benchmark for sustainability in golf events, which other organisations around the world will seek to follow. Everyone has an important part to play in delivering this vision, but our suppliers and licensees will have a particularly significant role.
1.4 Who should read the Code?

The Code has two principal audiences:

1. Internal buyers and specifiers
2. Prospective suppliers and licensees

Other interested parties are also encouraged to read the Code, so that they can better understand our views on sustainability and how they are being implemented.

1.5 What products and services does the Code apply to?

RCE and our partners’ procurement activity will involve many hundreds of individual purchases from a wide range of suppliers and licensees in a relatively short but intensive time period.

This started with the recruitment of sponsors during 2011 and will build-up in intensity through 2013, towards full scale activation from early 2014.

Whilst the Code will be applied comprehensively across all purchasing and sourcing decisions, it will be prioritised towards the materials, products and service streams with greatest impact. These are loosely ordered in line with estimated scale of impact and priority:

1. Transportation
2. Temporary structures
3. Merchandise and associated packaging
4. Food
5. Energy
6. Temporary structure linings, carpets and other fixtures and fittings
7. Golf course fertilisers and chemicals
8. Water
9. Pulp, paper and printing materials
10. Timber
11. Cleaning products

1.6 What key issues will the Code seek to address?

The Code is not intended to be prescriptive: it sets a framework to enable consideration of the relevant issues and make informed choices by applying a set of core principles throughout.

These principles are:

*Responsible sourcing* - ensuring that products and services are sourced and produced under a set of internationally acceptable environmental, social and ethical guidelines and standards.

*Use of secondary materials* - maximising the use of materials with reused and recycled content, minimising packaging and designing products that can either be readily reused or recycled.

*Minimising embodied impacts* - maximising resource use and energy efficiency in the manufacturing and supply process in order to minimise environmental impacts.

*Healthy materials* - ensuring that appropriate substances and materials are used in order to minimise impact on human health and the environment.
Put simply, our approach to sourcing sustainable products can be based on the following five key questions:

1. Where does it come from?
2. Who made it?
3. What is it made of?
4. What is it wrapped in?
5. What will happen to it after the event?

On occasions when we are sourcing services which involve labour, we use the Ethical Trading Initiative (ETI) Base Code as the required standard that suppliers should be achieving.

1.7 How will the Code be applied?

The Code will, for the most part, be applied via the tendering process. Prospective suppliers and licensees are advised to review the requirements of the Code and ensure that relevant areas of their business and supply chain are in compliance with its provisions.

Following our due diligence process and award of a contract, we will monitor a supplier or licensee’s practices to ensure they are being carried out as agreed in the tender process. We may use a range of tools to achieve this, including Management Plans, the Supplier Ethical Data Exchange (Sedex) and independent audits.

The Code also applies to subcontractors of suppliers and licensees.

1.8 How should suppliers and licensees respond to the Code?

RCE requires its suppliers and licensees to manage the environmental and social impacts of their business operations. Suppliers and licensees should, where appropriate, amend their business practices to ensure that they meet with the requirements of the Code.

Application of the Code will, for the most part, be managed through our tendering process and full details on how suppliers and licensees should respond to it follow in a later section of this document, How suppliers and licensees should respond to the Code.
2.0 Core principles of the Code

2.1 Responsible sourcing

Our vision
Suppliers and licensees will ensure that products and services are sourced and produced under a set of internationally acceptable environmental, social and ethical guidelines and standards.

Labour practices
Suppliers and licensees will take appropriate steps to ensure that all locations used in the manufacture and supply of products/services to RCE meet the provisions of the Ethical Trading Initiative (ETI) Base Code.

Where suppliers and licensees intend to use temporary/agency staff they should seek to ensure that any labour providers supplying such staff are members of the Recruitment and Employment Confederation (REC) and, if relevant, are licensed by the Gangmasters Licensing Authority.

Health and safety
RCE is committed to creating and maintaining a positive health and safety culture which secures the commitment and participation of all its employees, volunteers, contractors, partners, suppliers and licensees.

RCE recognises that this will be achieved not just by the committed leadership of the senior team but through the positive, energetic effort of everyone contributing to Ryder Cup 2014. Suppliers and licensees must comply with health and safety legislation, industry standards, and RCE policies.

All suppliers of services will be required to be actively involved in working safely to mitigate health and safety risks and will report accidents and hazards to RCE. Unsafe work practices will not be tolerated by RCE. A suitable audit procedure will also be required for all suppliers of services.

Diversity and inclusion
Diversity and inclusion are integrated into all procurement decisions and RCE will not tolerate any form of prejudice towards suppliers and contractors.

Animal welfare and testing
Where products are likely to have been tested on animals, suppliers and licensees should seek advice from RCE before supplying them.

Suppliers and licensees should also ensure high standards of animal welfare both for animals that are raised for meat and dairy products, and for animals used for work and transport.

Animal and plant products
Suppliers and licensees should seek to ensure that all hides used in their products, including packaging, are a by-product of the food industry. Suppliers and licensees must maintain evidence to prove this and be able to provide it to RCE on request.

RCE will not procure or license products that make use of any fur, skins, food or food ingredients of plant or animal origin (including fish) of any species specified in the International Union for Conservation of Nature (IUCN) Red List of Threatened Species. For seafood, the IUCN Red List is published by the Marine Conservation Society in its regularly updated ‘Fish to avoid’ list.

Timber and timber products
The Forest Stewardship Council (FSC) certification scheme is approved for the purposes of both ‘Legal Timber’ and ‘Sustainable Timber’. Where it can be justifiably demonstrated that it is not possible to supply items from FSC certified sources then timber and timber products which are able to be verified with appropriate documentation in respect to their origin and legality are acceptable.

Publications and other printed materials
RCE wishes to minimise the use of printed publications and other printed materials as much as possible and, as such, favours the use of electronic publications. However, where this is not possible the supplier or licensee will ensure that any organisation engaged to undertake printing in relation to RCE work is either
registered with EMAS, certified to ISO 14001 or taking steps towards managing their environmental impact through other initiatives such as BS 8555.

Use of laminate and ultraviolet varnish and waxed finishes should be avoided. Printers should also demonstrate the measures that they are taking to reduce their environmental impacts (for example, use of technologies like waterless offset design and print processes, or use of vegetable-based inks).

Paper and card should be produced using non-chlorinating bleaching methods and aim to achieve 75 per cent post-consumer recycled content for coated paper, and 100 per cent post-consumer waste for uncoated paper. Any virgin fibre used must be from FSC-certified sources. Other materials used should comply with requirements outlined in the Healthy materials section.

**Sustainability related certified products**
RCE will seek to procure products that carry a certification mark related to sustainability, such as those certified by a member of Fairtrade Labelling Organizations International (FLO), the Soil Association organic certification, the Rainforest Alliance, or other appropriate standards, where they represent value for money and do not compromise other sustainability objectives.

**Industry specific standards**
Suppliers and licensees will advise RCE of any relevant standards that they are either required to, or intend to, comply with which are specific to the product or service to be supplied.

### 2.2 Use of secondary materials

**Our vision**
RCE encourages the use of materials with reused and recycled content. We also support the use of products that are designed with minimal packaging and which can either be reused or recycled.

**Reducing waste**
Suppliers and licensees will support RCE in its commitment to staging a ‘Zero Waste’ event by reducing waste, and achieving high recycling and sending no waste directly to landfill. Where practicable, all products and packaging will be able to be reused, recycled or recovered. RCE may also require suppliers and licensees to prepare appropriate Management Plans to outline how they will support this commitment.

Compostable products and packaging should only be used where it is not possible to reuse or recycle such items easily and prior written approval has been obtained from RCE. Suppliers and licensees must retain appropriate documentation in respect to any compostable products and packaging supplied.

Unless otherwise agreed with RCE, oxo-degradable products and packaging (including film wrapping) are not permitted to be supplied.

Unless otherwise agreed with RCE, Suppliers and Licensees are required to use RCE’s Waste and Resource Management Services Contractor.

**Recycled content**
Suppliers and licensees will maximise the use of recycled content in products and packaging. Suppliers and licensees must retain information on the recycled content associated with products and packaging supplied. They may need to make this information available, upon request, to RCE.

**Packaging**
Use of primary, secondary and tertiary packaging should be minimised and made from materials that can be reused, recycled, or recovered by commonly available methods available to RCE. For example, the use of polystyrene should be avoided as it cannot be easily reused or recycled.

Suppliers or licensees will provide RCE, upon request, with all necessary information about any primary, secondary and tertiary packaging supplied with products and/or used.

Suppliers or licensees will, at their expense, where required by RCE, take back any excess or non-compliant packaging relating to the products and services provided for subsequent reuse or recycling.
**Waste electrical and electronic equipment**  
Regardless of turnover or market share, any business that manufactures, rebrands and sells or imports electrical or electronic equipment, referred to as a ‘Producer’, has obligations under the Waste Electrical and Electronic Equipment Regulations 2006 (as amended).

Where electrical or electronic equipment or components are supplied, the supplier or licensee will determine the extent to which the Regulations apply and comply at their expense. In addition, where required they will take back such items when they are no longer required by RCE (where feasible) for subsequent reuse, recycling, recovery or remanufacture (in order of priority). Suppliers and licensees should provide RCE, upon request, with all necessary information about how items have been dealt with.

Items of electrical or electronic equipment will also need to comply with the Restriction of the Use of Certain Hazardous Substances in Electrical and Electronic Equipment Regulations 2008 (as amended).

### 2.3 Minimising embodied impacts

**Our vision**  
Throughout the manufacturing and supply process, suppliers and licensees will maximise resource and energy efficiency in order to reduce environmental impacts.

**Environmental management**  
Suppliers and licensees will make every effort to limit the environmental impact of their business operations and will have appropriate programmes in place to help achieve this objective, which includes the preparation of Management Plans where appropriate. Activities to help limit environmental impact may include using raw materials from sustainable sources, managing waste and resources in an environmentally responsible manner, minimising impact on local air quality, minimising noise, minimising their water and energy usage and using clean energy.

Where products of farm origin are supplied, the supplier or licensee should ensure that such products have been grown or raised to high standards of environmental protection.

RCE also encourages its suppliers and licensees to source local, regional and seasonal products where possible.

**Supply of products**  
Wherever possible, suppliers and licensees will seek fully to exploit opportunities for resource and energy optimisation and efficiency. For example, supplying products rated in accordance with EU Energy Label Class A, A + and ++, Energy Saving Recommended (ESR) endorsed, or those compliant with other recognised equivalent standards, such as PC monitors that meet current 'Energy Star' requirements.

Chilling or cooling equipment containing substances with a global warming potential (GWP) of 150 or more in composition should be avoided (see Healthy materials section).

**Transport, equipment and plant**  
RCE encourages suppliers and licensees to use low or zero emission transport modes. Suppliers and licensees will aim to optimise transport efficiency and/or minimise transport distances.

**‘Low carbon’ Event**  
RCE is committed to staging a ‘Low carbon’ Event and requires its suppliers and licensees to support it in achieving this goal.

We are keen to manage and reduce the event’s overall carbon footprint. Major sources of GHG emissions have been identified as have best practices to avoid and reduce, to the extent practicable, such emissions occurring.

A significant proportion of RCE’s estimated GHG emissions relate to embodied impacts associated with temporary materials required for the event. Suppliers and licensees must demonstrate how the embodied
impact of the products and services have been minimised. We will also give consideration to GHG emissions associated with production, storage, transportation, use and ultimate disposal or recycling.

2.4 Healthy materials

Our vision
RCE encourages the use of substances and materials that represent a low risk to human health and the environment. Where practicable, suppliers and licensees will seek to use such substances and materials in the products and services they supply.

All materials and substances must as a minimum comply with relevant legislation.

Restricted substances and materials
Upon request, suppliers and licensees will need to confirm to RCE that all substances used in the production of products are in compliance with the pre-registration and/or registration provisions of the Registration, Evaluation, Authorisation and restriction of Chemicals (REACH) Regulation, in line with the imposed timelines and volume threshold.

Heavy metals and brominated fire retardants
Suppliers and licensees will, as far as is possible, minimise the concentrations of heavy metals and brominated fire retardants in products and packaging being supplied.

The level of certain heavy metals and brominated fire retardants in electrical and electronic equipment is controlled by the Restriction of the Use of Certain Hazardous Substances in Electrical and Electronic Equipment Regulations 2008 (as amended).

The level of certain heavy metals in packaging is controlled by the Packaging (Essential Requirements) Regulations 2003 (as amended). The total content of each of the following heavy metals in packaging or in any packaging components must not exceed 100ppm:

- Cadmium – Hexavalent Chromium – Lead – Mercury

Suppliers and licensees will keep details of the substances and materials associated with products and services supplied. Where required, they will also make available material safety data sheets and risk assessments.

Ryder Cup Europe would like to thank LOCOG for allowing us to adapt the London Olympic and Paralympic Games Sustainable Sourcing Code.