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Guideline on “Branded Products” (Supplier)

(valid from 01.01.2017)

1. Introduction

The product-specific guideline on “Branded Products” supplements Swiss Olympic’s “Sustainable Procurement” strategy and is compulsory for the purchase of the relevant products. It defines the aims and terms of reference of Swiss Olympic for the procurement of products which are not covered by another Swiss Olympic guideline. The guideline is, as a rule, updated annually and can be consulted by the public. For a better overview, the customary abbreviations are used for standards and certificates. Explanations of the standards and certificates can be found on the Websites of “Labelinfo Schweiz” (label info Switzerland) and “Kompass Nachhaltigkeit” (sustainability compass)¹.

2. Aims

For the procurement “Branded Products”, Swiss Olympic observes the social welfare and ecological conditions along the whole production chain according to the stipulations of the “Sustainable Procurement” strategy. In doing so, Swiss Olympic is guided by independent labels, certificates and initiatives regarding standards, which enjoy a high degree of credibility among State, industry and civil society stakeholders.

3. Terms of reference

This product-specific guideline defines which conditions have to be met by a supplier of Swiss Olympic in the production of the supplied goods.

For order values of CHF 5,000 or above, all criteria in Part A (Transparency) and B (Social welfare standards) are regarded as “M” (‘must’ or ‘mandatory’) and it is a necessary condition for acceptance of a bid that these criteria be fulfilled. In contrast, the criteria for an order value of less than CHF 5,000 are regarded as “S” (‘should’ or ‘ideal’) i.e. they are recommended in nature.

Swiss Olympic may accept alternatives to the required criteria if they can be shown to be of equal value to these criteria.

4. Affected Products

The Guideline on “Branded Products” applies to all products that are used / given away for advertising and communication purposes and that bear the Swiss Olympic or Sporthilfe (Sports Aid) logo. In so far as there is another guideline for relevant products (e.g. clothing/sewn products), the other guideline takes precedence.

Firm	
Products	
Total value	Referring to the (anticipated) annual volume: <input type="checkbox"/> ≥ CHF 5,000.- (excl. VAT) <input type="checkbox"/> < CHF 5,000.- (excl. VAT)

Part A: Transparency²		Met?	M/S ³	
			<CHF 5,000	≥ CHF 5,000
A1:Producers	In the case of existing and justified complaints, the supplier provides information on the places of production (factory name, address, contact partner) of the whole supply chain in which the offered / supplied goods are / were produced. This includes the obtaining or production of the materials which make up more than 10% of the product, the processing into fabrics and the making up into clothing. Swiss Olympic also encourages its suppliers to publish this information.	<input type="checkbox"/>	S	M
A2:Audits	In the case of existing and justified complaints, the supplier makes available existing social audit reports from the production sites where the goods supplied to Swiss Olympic were produced. In the case of serious complaints, Swiss Olympic will engage an auditor, at the supplier’s costs, to inspect the factories accused of failing to comply with the required standards. In addition, the supplier must take steps to solve the problem.	<input type="checkbox"/>	S	M

Part B: Social welfare standards				
Labour standards	The supplier is a member of one of the following initiatives: <input type="checkbox"/> FWF, <input type="checkbox"/> ETI, <input type="checkbox"/> WRC, <input type="checkbox"/> FLA or <input type="checkbox"/> BSCI <input type="checkbox"/> Other Standard initiative: Alternative: <input type="checkbox"/> All products supplied to Swiss Olympic are certified according to the standard of Fairtrade International (FLO) ⁴ or the World Fair Trade Organisation (WFTO) . Alternative: <input type="checkbox"/> 100% of the production of the product supplied to Swiss Olympic took place in a “ low-risk country ” ⁵ . Alternative: <input type="checkbox"/> Production of the product supplied to Swiss Olympic took place in SA 8000 –certified factories.	<input type="checkbox"/>	S	M
Part C: Ecological standards		Met?	< CHF 5,000	≥ CHF 5,000
Product consists mainly (at least 50%) of the	The product supplied to Swiss Olympic bears at least one of the following labels or marks ⁶ :			

material				
<input type="checkbox"/> Synthetic material	Product contains	<input type="checkbox"/>	(S)	(M)
	<ul style="list-style-type: none"> no halogenated substances such as e.g. PVC, PBBs, PBDEs, SCCPs. at least 50% recycled material 			
<input type="checkbox"/> Wood	<ul style="list-style-type: none"> FSC PEFC 	<input type="checkbox"/>	(S)	(M)
<input type="checkbox"/> Leather	<ul style="list-style-type: none"> Blue Angel Nordic Swan EU Ecolabel IVN Natural Leather OEKO-TEX "Made in Green" 	<input type="checkbox"/>	(S)	(M)
<input type="checkbox"/> Chocolate	<ul style="list-style-type: none"> Fairtrade / Max Havelaar UTZ Certified Rainforest Alliance Certified Bio-Zertifikat (k.b.A.) (certified organic) 	<input type="checkbox"/>	(M)	(M)
<input type="checkbox"/> Electronics	<ul style="list-style-type: none"> Blue Angel, Austrian environmental symbol, EU Ecolabel, TCO Highest category of the respective class of the energy label. 	<input type="checkbox"/>	(S)	(M)
<input type="checkbox"/> Other	a label at least recommended with restrictions in accordance with labelinfo.ch: <hr/> <i>Please name the quality label</i>	<input type="checkbox"/>	(S)	(S)

Confirmation

I hereby confirm that all the details provided herein are complete and truthful.

Date:

Name:

Signature

5. Endnotes

¹ Information in German/French: <http://labelinfo.ch> and in English: <http://www.kompass-nachhaltigkeit.ch>.

² Swiss Olympic uses this information in confidence.

³ M='must' (mandatory), S='should' (ideal or target)

⁴ In Switzerland, Fairtrade is Max Havelaar

⁵ Countries included in the Low-Risk Classification of the BSCI Initiative of the Foreign Trade Association (FTA) are regarded as low-risk countries: [Countries' Risk Classification](#)

⁶ Provided the listed labels or marks can be sensibly applied to the product.