



Instructions - Sample Specifications Language

The following sample specifications language is designed to accompany the Design for Freedom International Guidance & Toolkit, a resource developed by Grace Farms to assist architects and owners while they pursue responsible sourcing in practice. Architects and engineers may edit and incorporate this language into their existing specifications templates.

Review the Design for Freedom website, Report, and International Guidance & Toolkit to become familiar with the initiative in support of these goals.

Where practical, terminology used in this section has been made identical to or at least consistent with terminology used by Design for Freedom. Guiding humanitarian design principles contained herein are based upon the Design for Freedom Principles:

- 1. Find & Address Embedded Forced Labor**
- 2. Pursue Ethical Decarbonization**
- 3. Prioritize Circularity**

Section 01813.63 Ethical Design Requirements (Template):

Use this as a standalone section or incorporate its language into the Division or Section of your choice. Edit this language to align with your project goals.

Design for Freedom Spec Format (Template):

Insert text from this template into technical specifications (Divisions 02 - 49) where appropriate. Revise as necessary for project-specific requirements in each section. Edit Part 1 and 2 lists to include only products specified in this section.

Design for Freedom Wood Spec (Sample):

This is an example of how to apply the provided language within a specific division. A sample wood spec has been created with established criteria which includes known certifications and circular product options.

Closed Specs:

For products that comply with Design for Freedom requirements, use 'closed spec' language to discourage submittal requests from subcontractors. Ideally, specify at least three compliant products.

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SECTION 018113.63 - ETHICAL DESIGN REQUIREMENTS

Revise this Section by deleting and inserting text to meet Project-specific requirements. Review the Design for Freedom Website, Report, and Design for Freedom International Guidance & Toolkit 2024 to become familiar with support of this Section. Where practical, terminology used in this Section has been made identical to or at least consistent with terminology used in the Design for Freedom International Guidance & Toolkit. Guiding humanitarian design principles contained herein are based upon Design for Freedom Principles.

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

Edit this article to match all Sections of Project Manual.

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. Section includes general guidance and procedures for compliance with the Design for Freedom Initiative (hereafter, "Design for Freedom").

Identify how many building materials are being tracked for this project:

1. The project has identified high-risk materials for Design for Freedom as listed under Definitions.
2. Some project requirements depend on product selections and may not be specifically identified as Design for Freedom Principles. Compliance with Design for Freedom Principles may be used as one criterion to evaluate substitution requests and comparable product requests.
3. **Reference the Ethical Materials Tracking Schedule, following this Section.**

1.3 DEFINITIONS

- A. Definitions referenced as a part of Design for Freedom apply to this Section.
 1. Design for Freedom: A movement by Grace Farms Foundation to harness the power of the built environment to uphold and support human rights and remove forced and child labor from the building materials supply chain.
 2. Design for Freedom International Guidance & Toolkit 2024: Research and tools including a list of materials at high-risk of forced and child labor (Bricks, Concrete, Glass, Metals, Minerals, Paints & Dyes, Polysilicon & Solar Panels, PVC, Rubber, Stone, Textiles, Timber).
 3. Child Labor: Work that deprives children of their childhood, their potential and dignity, and that is harmful to physical and mental development. It refers to work that is mentally, physically, socially, or morally dangerous and harmful to children and/or interferes with their schooling.
 4. Debt Bondage: Forced to work to repay a debt and not being able to leave, or being forced to work and not being able to leave because of a debt. Just over half of forced labor victims worldwide are held in debt bondage.
 5. Downstream: Delineates those production activities in supply chains that occur closest to retail.
 6. Ethical Sourcing: The process of ensuring that the products made are obtained through responsible and sustainable methods. This includes ensuring that the workers who make

the products are paid a fair wage and all human rights are met, the factories are clean and safe environments to work in, and that all social and environmental aspects of production to the workers and the surrounding communities are considered.

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6. Forced Labor: All work or service which is exacted from any person under the threat of a penalty and for which the person has not offered himself or herself voluntarily.
7. Human Trafficking: The recruitment, transportation, transfer, harboring or receipt of persons, by means of the threat or use of force or other forms of coercion, of abduction, of fraud, of deception, of the abuse of power or of a position of vulnerability or of the giving or receiving of payments or benefits to achieve the consent of a person having control over another person, for the purpose of exploitation.
8. Living Wage: A living wage is an essential aspect of decent work to ensure that all workers, families, and communities can live in dignity. It is a wage that enables workers and their families to meet their basic needs.
9. Modern Slavery: Used as an umbrella term covering practices such as forced labor, debt bondage, forced marriage, and human trafficking.
10. Supply Chain Transparency Involves two components: Visibility and Disclosure:
 - a. Visibility is accurately identifying and collecting data from all links in the supply chain.
 - b. Disclosure is communicating that information, both internally and externally, at the level of detail required or desired by the consumer or specifier.
11. Upstream: Refers to production processes in supply chains that occur closest to raw material production.

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1.4 ADMINISTRATIVE REQUIREMENTS

- A. Respond to questions and requests from the design team about Design for Freedom requirements that are the responsibility of Contractor, that depend on product selection or product qualities, or that depend on Contractor's procedures. Document responses as informational submittals.

1.5 ACTION SUBMITTALS

Requirements in this article assume that Product Data and cost information are submitted to Architect who then determines if material transparency requirements have been met. Submittals include documentation needed to verify compliance so that Architect or Owner can be assured that requirements have been met.

- A. General: Submit additional ethical design submittals required by other Specification Sections.

Retain first paragraph below if separate sustainable design submittals are required.

- B. Ethical design submittals are in addition to other submittals.
 - 1. If submitted item is identical to that submitted to comply with other requirements, include an additional copy with other submittal as a record copy of compliance with indicated ethically sourced requirements instead of separate sustainable design submittal. Mark additional copy "Ethical design requirements submittal."

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Submittals in "Ethical Design Documentation Submittals" Paragraph below may be necessary to verify compliance with indicated material transparency requirements. Additional submittals may be required in other Sections.

- C. Ethical Supply Chain Documentation Submittals: Refer to [the Ethical Materials Tracking Schedule](#) and provide one or more of the following:
 - 1. Product Data: Submit data and material certifications for each item listed in the Material Tracking Schedule. Include material certifications including but not limited to those identified by the project team and marked on the schedule.
 - 2. Self-Assessment Questionnaire: The questionnaire must be submitted for each product type that is being tracked for ethical sourcing as identified by the project team. List materials and sources for all product components. For example, a chair may include information for legs, glides, shell, and upholstery.
 - 3. Contractor’s Log of each product submitted including information, email correspondence, and responses required by the Contractor. Submit with close-out documentation.

1.6 INFORMATIONAL SUBMITTALS

- A. Qualification Data: For Ethical Materials Coordinator.
- B. Project Materials Cost Data: Provide statement indicating total cost of materials used for Project that are being traced and listed in the Schedule of Values required in Section 01 29 00 “Payment Procedures”. Costs exclude labor, overhead, and profit. Include breakout of costs for products listed on the Material Tracking Schedule.

"Ethical Design Action Plans" Paragraph below requires Contractor to make early submittals indicating how certain material transparency requirements will be met. This action can provide reassurance that Contractor understands the requirements and can help to clear up misunderstandings before they become a bigger problem.

- C. Ethical Design Action Plans: Provide preliminary submittals within [seven] [14] [30] [60] <Insert number> days of date established for [commencement of the Work] [the Notice to Proceed] [the Notice of Award] indicating how the following requirements will be met:
 - 1. List of proposed products complying with requirements for multiple attribute standards.
 - 2. Proposed process for communicating Ethical Design Requirements with Contractor’s suppliers, subcontractors and site workers for trades and scope indicated on the Material Tracking Schedule.
- D. Ethical Design Progress Reports: Concurrent with each Application for Payment, submit reports comparing actual construction and purchasing activities with material transparency action plans.

1.7 QUALITY ASSURANCE

- A. Ethical Materials Coordinator: Engage an experienced coordinator to coordinate the requirements of ethically sourced materials. Ethical Materials Coordinator may also serve as sustainable design coordinator. A person with a sustainability background is most desirable.

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PART 2 - PRODUCTS

1.8 MATERIALS

- A. Provide products and procedures necessary to comply with ethical design material requirements referenced in this Section. Although other Sections may specify some requirements that contribute to referenced sourcing requirements, Contractor shall determine additional materials and procedures necessary to comply with ethical design requirements indicated.
- B. Products indicated on the Ethical Materials Tracking Schedule shall have documentation that demonstrates compliance with supply chain transparency.
- C. Products indicated on the Ethical Materials Tracking Schedule shall have third-party certifications that are based on multiple attribute standard(s) that comply with ethical design requirements.
- D. Products indicated on the Ethical Materials Tracking Schedule shall comply with the following:
 - 1. Products shall have product documentation that complies with ethical design requirements.
 - 2. Products shall have third-party certifications that are based on multiple

Identify how many building materials must be from the highest risk list for this project:

PART 3 - EXECUTION – Not Used

END OF SECTION 018113.63

SECTION #####

SECTION TITLE

Coordinate with Section 018113.63 - ETHICAL DESIGN REQUIREMENTS.

Insert text from this template into technical specifications (Divisions 02 - 49) where appropriate.

Revise as necessary for Project-specific requirements in each Section.

Review the [Design for Freedom Website](#), [Report](#), and International Guidance & [Toolkit](#) to become familiar with the initiative in support of these goals.

Where practical, terminology used in this Section has been made identical to or at least consistent with terminology used in Design for Freedom.

Guiding humanitarian design principles contained herein are based upon “The Design for Freedom Principles”.

PART 1 - GENERAL

The following is typical spec formatting. Coordinate and match your specification standards.

1.1 DESCRIPTION OF WORK

- A. Work Included: Provide labor, materials and equipment necessary to complete the work of this Section, including but not limited to the following:
 - 1. Brief description of work here.
- B. Related Work: The following items are not included in this Section and are specified under the designated Sections:
 - 1. Section 018113.63 - ETHICAL DESIGN REQUIREMENTS for Design for Freedom certification requirements.
 - 2. Section ##### - SECTION TITLE for products that a reasonable contractor might think were in this Section.

1.2 SUBMITTALS

- A. Design for Freedom Documentation: Submit a completed Ethical Materials Tracking Schedule for the following products:

The following is an example of potential certification requirements by material type. Refer to the Responsible Certifications, International Frameworks, and Standards section of the Design for Freedom International Guidance & Toolkit for a more extensive list. Coordinate with Part 2 Requirements.

- 3. Ready-Mixed Concrete and Precast Concrete: The Concrete Sustainability Council (CSC) certificate.
- 4. Stone: ANSI 373 certificate.
- 5. Steel: ResponsibleSteel certificate.
- 6. Timber (Wood): FSC chain of custody certificate.
- 7. Aluminum: Aluminum Stewardship Initiative (ASI), Performance and Chain of Custody Standards certificate.
- 8. Copper: The Copper Mark Criteria for Responsible Production certificate.
- 9. Rubber: Fair Rubber certificate.
- 10. Furniture: BIFMA LEVEL.
- 11. [Product]: Cradle to Cradle v4.0 certificate.

SECTION TITLE

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12. [Product]: Living Product Challenge v2.0 certificate.
13. [Product]: Fairtrade International and Fairtrade Mark certificate.
14. [Product]: Social Accountability International SA8000 certificate.
15. Salvaged, circular, upcycled, and reclaimed product documentation and information.

B. Product Data: For each type of product indicated.

PART 2 - PRODUCTS

2.1 ETHICAL DESIGN REQUIREMENTS

A. Design for Freedom Materials Requirement: Product(s) from this Section shall comply with Section 018113.63 -ETHICAL DESIGN REQUIREMENTS, and as follows:

The following is an example of potential certification requirements by material type. Refer to the Responsible Certifications, International Frameworks, and Standards section of the Design for Freedom International Guidance & Toolkit for a more extensive list. Coordinate with Part 2 Requirements. Coordinate with Part 1 Submittals.

1. Ready-Mixed Concrete and Precast Concrete: Certified according to The Concrete Sustainability Council (CSC) v3.0.
2. Stone: Certified according to ANSI/NSI 373 Sustainable Production of Natural Dimension Stone.
3. Steel: Certified according to ResponsibleSteel International Standard v2.0.
4. Timber (Wood), Certified Wood: Materials shall be produced from wood obtained from forests certified by an FSC-accredited certification body to comply with FSC STD-01-001, "FSC Principles and Criteria for Forest Stewardship."
5. Aluminum: Certified according to the Aluminum Stewardship Initiative (ASI), Performance and Chain of Custody Standards v3.1.
6. Copper: Certified according to The Copper Mark Criteria for Responsible Production (RRA 3.0).
7. Rubber: Certified according to the criteria of the Fair Rubber Standards v3.2.
8. Furniture: BIFMA LEVEL.
9. [Product]: Certified according to Cradle to Cradle v4.0.
10. [Product]: Certified according to Living Product Challenge v2.0, with social equity petal.
11. [Product]: Certified according to Fairtrade International and Fairtrade Mark.
12. [Product]: Social Accountability International SA8000 Standard.
13. Salvaged, circular, upcycled, and reclaimed products do not require third party certificates.

2.2 MANUFACTURERS

Edit the following to reflect the building product categories specified in this Section. This is 'closed spec' language. Substitution request forms may be submitted, but are not encouraged.

A. Acceptable Manufacturers [Products]: Subject to compliance with requirements, manufacturers offering products that may be incorporated into the Work include the following:

1. [List preapproved manufacturers and products here]

2.3 MATERIALS

PART 3 - PRODUCTS

3.1 INSTALLATION

END OF SECTION

SECTION 06####
WOOD SECTION TITLE

PART 1 - GENERAL

1.1 DESCRIPTION OF WORK

- A. Work Included: Provide labor, materials and equipment necessary to complete the work of this Section, including but not limited to the following:

1. Brief description of work here.

- B. Related Work: The following items are not included in this Section and are specified under the designated Sections:

1. Section 018113 - SUSTAINABLE DESIGN REQUIREMENTS for certification requirements.
2. Section 018113.63 - ETHICAL DESIGN REQUIREMENTS for Design for Freedom certification requirements.
3. Section ##### - SECTION TITLE for products that a reasonable contractor might think were in this Section.

1.2 SUBMITTALS

- A. Design for Freedom Documentation: Submit a completed Section 018113.63 - ETHICAL MATERIALS TRACKING SCHEDULE for the following products:

Edit the following list to include only products specified in this Section. Coordinate with Part 2 Requirements.

1. Timber and Wood Products: FSC chain of custody certificate.
2. [Product]: Cradle to Cradle v4.0 certificate.
3. [Product]: Fairtrade International and Fairtrade Mark certificate.
4. Salvaged and reclaimed product documentation and information.

- B. Product Data: For each type of product indicated.

PART 2 - PRODUCTS

2.1 ETHICAL DESIGN REQUIREMENTS

- A. Design for Freedom Materials Requirement: Product(s) from this Section shall comply with Section 018113.63 -ETHICAL DESIGN REQUIREMENTS, and as follows:

Edit the following list to include only products specified in this Section. Coordinate with Part 1 Submittals.

1. Timber and Wood Products, Certified Wood: Materials shall be produced from wood obtained from forests certified by an FSC-accredited certification body to

comply with FSC STD-01-001, "FSC Principles and Criteria for Forest Stewardship."

2. [Product]: Certified according to Cradle to Cradle v4.0.
3. [Product]: Certified according to Fairtrade International and Fairtrade Mark.
4. [Product]: Social Accountability International SA8000 Standard.

Include the following item for products in this Section that could be furnished as salvaged and reclaimed in this Section. Coordinate with Part 1 Submittals. What sort of documentation proves that a product is salvaged?

6. Salvaged circular, upcycled, and reclaimed products are excluded from certification requirements.

2.2 MANUFACTURERS

- A. Acceptable Manufacturers [Products]: Subject to compliance with requirements, manufacturers offering products that may be incorporated into the Work include the following:

1. [List preapproved manufacturers and products here]

2.3 MATERIALS

PART 3 - PRODUCTS

3.1 INSTALLATION

END OF SECTION