AIA

A&D MATERIALS PLEDGE REPORTING GUIDE

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INTRODUCTION

Congratulations! You've signed the AIA A&D Materials Pledge and are ready to start reporting on your progress and accomplishments. This guidebook provides important details on the current reporting process.

Reporting for this pledge builds from two foundations:

1. The **AIA A&D Materials Pledge Starter Guide** provides the background and definition of the pledge itself, as well as the five core areas for reporting at the firm level.

2. The **Common Materials Framework (CMF),** developed by mindful MATERIALS (mM), maps the current product certification and disclosure landscape to the five impact categories of the Materials Pledge. The CMF forms the foundation for reporting at the product level. According to the mM website, "The Common Materials Framework is a shared language for product sustainability, designed to be adopted across the building industry... The framework is certification-agnostic—simply establishing a hierarchical data structure within which any certification or standard can demonstrate its alignment to impact... the framework [unites and aligns] disparate initiatives, communities, standards, and data flow within a shared understanding." For more on the pledge and CMF alignment, please see the FAQ.

METHODS & SCHEDULE FOR REPORTING

- Materials Pledge reporting for 2024 and 2025 will occur through a survey-type interface. The survey link will be sent to the point of contact assigned to the Materials Pledge. To update, please email **materials@aia.org.**

- The 2025 reporting window will be open from February 1 to May 31 of 2025, and this reporting schedule is anticipated to continue in subsequent years. This will allow teams to report early in the year if desired or, for those who are also AIA 2030 Commitment signatories, to wait until after the AIA 2030 Commitment reporting cycle is complete.

- For 2024 and 2025, projects reported for the Material Pledge need to have completed design and issued construction documents in the previous calendar year (2023). For 2024 reporting, projects that completed design in 2023 can be reported. For 2025 reporting, projects that completed design in 2024 can be reported.

- Reporting is not required (but encouraged) during the first year a firm is a signatory.

ELIGIBILITY OF PROJECTS

Projects that can be reported:
- Any projects that have materials, including at least one of the Priority Product Types listed below, can be reported! There are no limitations on project size or scope.

- Each project should be reported one time, and project data should be reported based on the Construction Documents (final design) set.

REPORTING CONTENT

Firm-wide questions:

- These questions are required for each year of reporting.

- Firm-wide questions include general information about each signatory firm, firm commitments, resources, knowledge, and implementation around materials. These questions align with the five steps to implement change that are outlined in the **A&D Materials Pledge Starter Guide.**

Project questions:

- Project information is optional for 2024 and 2025 reporting. Requirements for the number of projects to be reported in future years will be determined and shared with signatories by the end of 2025.

- General questions include basic information about the project, certifications or other reporting structures that are being pursued, and material strategy questions that apply across the project, such as whole-building life cycle assessment (LCA) modeling or construction waste diversion.

- Product type questions

  - Project information is reported by product type in alignment with the five Materials Pledge impact categories. Product types have been recommended as part of the Materials Pledge reporting for this year based on impact, as defined by the following: High volume, high touch, hot spots, existing industry framework alignment, and market maturity (Refer to section below, titled "product types.") For each product type, between one and four priority impact categories have been defined. Projects can choose to report on as many impact categories as are applicable to their project. Within each priority impact category, information specific to the product type will be shared.

- When projects are reported, firms can decide which product type they will report for each project. At least one product type should be reported for each project.

- Once a product type is selected, questions are organized by the applicable impact categories (human health, climate health, etc). Within each impact category, questions are primarily categorized into two sub-groups: Transparency and optimization (see definitions below). In addition to transparency and optimization, two of the five impact categories also include questions regarding the product manufacturer's commitment to responsible practices. Each impact category also includes an open response question for additional information or achievements.

- For each impact category, the questions should be answered based on a general sense of quantity, as defined by surface area or volume. Please note that calculations are not required, this is meant to capture a high-level view of the products within each product type.
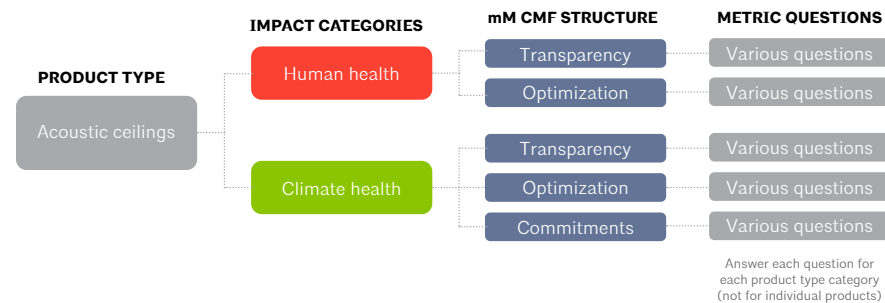
This diagram represents example pathways for two of the Materials Pledge impact categories.

COMING SOON

- Reporting through an online interface
- Future requirements
  - Signatory firms to develop a Materials Action Plan (as part of a firm's Sustainability Action Plan or as a standalone plan) by their second reporting year.
  - Number or percentage of projects required to report.
- Crosswalks with industry and third-party market standards to highlight alignment
- The material landscape is constantly changing, and we anticipate that Materials Pledge reporting will evolve to reflect increased access to data.

DEFINITIONS

- **Impact category** – There are five impact categories established by the AIA A&D Materials Pledge: Climate Health, Ecosystem Health, Human Health, Social Health and Equity, and Circular Economy.
- **Product type** – Product types are groupings of similar products, all within the same or closely related CSI specification section.
- **Transparency** – Public disclosure of information on a product.
- **Optimization** – The use of human health, environmental, and other product information by project teams to select preferable materials and products, and by manufacturers to improve materials and products (USGBC Better Materials Guide).
- **Manufacturer commitment** – This type of commitment occurs at the company-wide level, committing to a specific responsible or sustainable practice.
- **Materials Action Plan** – Your firm's strategy for prioritizing and meeting your material goals, in alignment with the five steps to implement change outlined in the **AIA A&D Materials Pledge Starter Guide**.
- **Reporting year** – Projects reported need to have completed design and issued construction documents in the previous calendar year. For example, for 2024 reporting, projects that completed design in 2023 can be reported.

The **Common Materials Framework** has further articulated these five impact categories into the structure you see below.
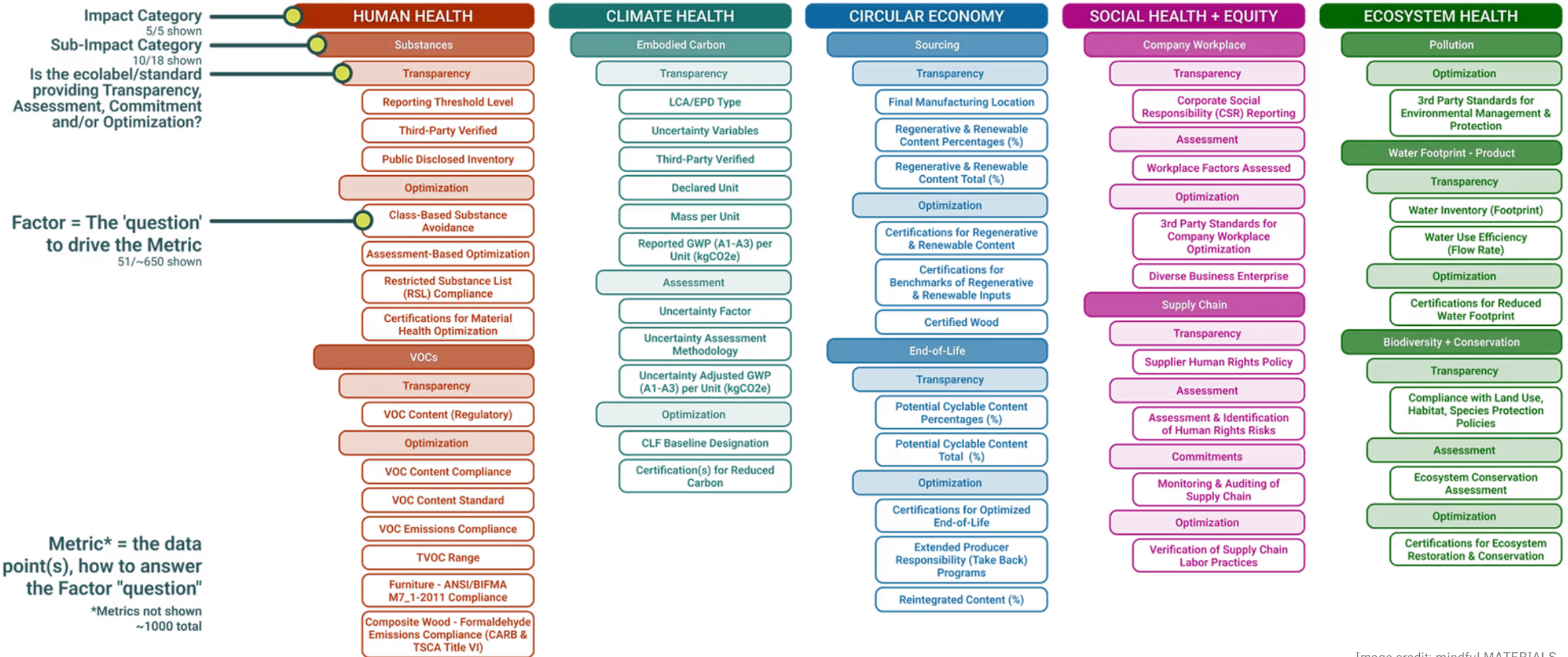

Image credit: mindful MATERIALS

Legend (left side):

Impact Category — 5/5 shown
Sub-Impact Category — 10/18 shown
Is the ecolabel/standard providing Transparency, Assessment, Commitment and/or Optimization?

Factor = The 'question' to drive the Metric — 51/~650 shown

Metric* = the data point(s), how to answer the Factor "question"
*Metrics not shown
~1000 total

HUMAN HEALTH
- Substances
  - Transparency
    - Reporting Threshold Level
    - Third-Party Verified
    - Public Disclosed Inventory
  - Optimization
    - Class-Based Substance Avoidance
    - Assessment-Based Optimization
    - Restricted Substance List (RSL) Compliance
    - Certifications for Material Health Optimization
- VOCs
  - Transparency
    - VOC Content (Regulatory)
  - Optimization
    - VOC Content Compliance
    - VOC Content Standard
    - VOC Emissions Compliance
    - TVOC Range
    - Furniture - ANSI/BIFMA M7_1-2011 Compliance
    - Composite Wood - Formaldehyde Emissions Compliance (CARB & TSCA Title VI)

CLIMATE HEALTH
- Embodied Carbon
  - Transparency
    - LCA/EPD Type
    - Uncertainty Variables
    - Third-Party Verified
    - Declared Unit
    - Mass per Unit
    - Reported GWP (A1-A3) per Unit (kgCO2e)
  - Assessment
    - Uncertainty Factor
    - Uncertainty Assessment Methodology
    - Uncertainty Adjusted GWP (A1-A3) per Unit (kgCO2e)
  - Optimization
    - CLF Baseline Designation
    - Certification(s) for Reduced Carbon

CIRCULAR ECONOMY
- Sourcing
  - Transparency
    - Final Manufacturing Location
    - Regenerative & Renewable Content Percentages (%)
    - Regenerative & Renewable Content Total (%)
  - Optimization
    - Certifications for Regenerative & Renewable Content
    - Certifications for Benchmarks of Regenerative & Renewable Inputs
    - Certified Wood
- End-of-Life
  - Transparency
    - Potential Cyclable Content Percentages (%)
    - Potential Cyclable Content Total (%)
  - Optimization
    - Certifications for Optimized End-of-Life
    - Extended Producer Responsibility (Take Back) Programs
    - Reintegrated Content (%)

SOCIAL HEALTH + EQUITY
- Company Workplace
  - Transparency
    - Corporate Social Responsibility (CSR) Reporting
    - Assessment
    - Workplace Factors Assessed
  - Optimization
    - 3rd Party Standards for Company Workplace Optimization
    - Diverse Business Enterprise
- Supply Chain
  - Transparency
    - Supplier Human Rights Policy
    - Assessment
    - Assessment & Identification of Human Rights Risks
    - Commitments
    - Monitoring & Auditing of Supply Chain
  - Optimization
    - Verification of Supply Chain Labor Practices

ECOSYSTEM HEALTH
- Pollution
  - Optimization
    - 3rd Party Standards for Environmental Management & Protection
- Water Footprint - Product
  - Transparency
    - Water Inventory (Footprint)
    - Water Use Efficiency (Flow Rate)
  - Optimization
    - Certifications for Reduced Water Footprint
- Biodiversity + Conservation
  - Transparency
    - Compliance with Land Use, Habitat, Species Protection Policies
  - Assessment
    - Ecosystem Conservation Assessment
  - Optimization
    - Certifications for Ecosystem Restoration & Conservation

FAQ

I'm willing to share one of my internally developed resources with other pledge signatories. Is that possible?
Yes! Please upload your resource directly to the Materials Pledge Knowledge Net using the following link: **Shared Resources** and clicking Create Entry on the right hand side.

How does the AIA Materials Pledge align with the mM CMF structure and 50 Data Hotspots?
Within the five impact categories, the mM CMF identifies data points according to transparency, assessment, commitments, and optimization definitions. Similarly, the AIA Materials Pledge product type questions have been organized according to transparency, optimization, and commitments. Additionally, many of the Materials Pledge product type questions intentionally align with the **50 Data Hotspots**, or first factors, identified by mM as the priority data points for industry alignment.

How will firms learn when new product types or impact categories are added to the reporting requirements?
When updated guidance is necessary, it will be released in Q1 of the calendar year so that it is available to apply to all projects that complete design in that calendar year. The schedule for these updates has not yet been determined.

Does the AIA Materials Pledge ask for final, as-built information?
Not yet! Currently, reporting is based on the construction documents (final design) drawing IFC/CD set. In the future as the data landscape becomes more integrated, we hope it becomes more feasible to track the final products in our projects.

I report my projects for the AIA 2030 Commitment. Can I also report for the AIA Materials Pledge?
Yes! These two programs are complimentary, and reporting the same projects to each commitment is encouraged.

Will the firm questions be the same every reporting year?
Pledge reporting will evolve as the industry changes, but the basic questions will be kept as consistent as possible so that growth and trends can be identified and shared.

My colleague is now responsible for our reporting, how do I change our primary firm contact?
To update, please email **materials@aia.org**.

I have a master plan project that set standards for material selection on future campus buildings. Can I report it?
Not at this time, but please continue doing this important work! The pledge is aimed at reporting completed built works and the specific materials used within them.

Do I have to collect and upload product certifications such as EPDs and declare labels to report?
Product certifications and construction documents are not uploaded as part of the reporting process. We encourage design teams to track these documents internally to ensure accurate responses to reporting questions.

When I report for a product type, am I reporting for one specific product or all of them in that category?
Great question! Product types are intentionally broader than a specific product, and we request that firms consider all

products on the project in that product type when reporting. Each section of questions starts with a question asking for an estimated amount of materials in the product type that have transparency or optimization information.

My project is pursuing LEED MR credit, is there an easy button?
Materials Pledge reporting crosswalks with certification systems (LEED, LBC, and WELL) are are coming in 2025

My project has a product type that is not currently listed as a priority for reporting this year. Can I include it?
You are welcome to report on any Product Type for any Impact Category. The list of Product Types provided represents priority recommendations but is not intended to be exhaustive.

How does AIA plan to share the industry reporting data and trends?
AIA will release a report each year summarizing high level takeaways and data trends.

I have suggestions for the Materials Pledge or reporting protocols, how do I share this with AIA?
There will be an open question at the end of the survey to ask for suggestions. If additional ideas come up between reporting cycles, please email **materials@aia.org**.

PRODUCT TYPES

The current reporting structure includes 22 recommended product types as part of the optional Materials Pledge project reporting. Each product type meets at least one of the following priorities: High impact, high quantity, high touch, hot spots, industry framework alignment, and/or market maturity.

High impact
- Products that have impact in more than one pledge category.
- "Outsize" impact in one category.

High quantity
- Volume here could be mass (heavy things), or surface area (acoustical ceilings as an example).

High touch
- For the human health of building occupants, focusing on materials that frame the interior space is important–off-gassing, shedding, of substances.

Hot spots
- For Climate Health, this refers to a high intensity of embodied carbon (GWP) per functional unit.
- For social health & equity, this refers to sourcing or manufacturing locations of particular materials that are at high risk for slave labor and poor workers' rights and/or adverse health impacts on adjacent (fenceline) communities).

Industry frameworks
- The industry frameworks reviewed and discussed for alignment with version 1 of Materials Pledge reporting include mindful MATERIALS (mM) **Common Materials Framework, LEED v5,** and Baseline, Better, Best (BBB), an independent effort lead by Brightworks in collaboration with several architecture firms and client partners.
- In the future, additional programs will be reviewed in more detail, including WELL and the Living Building Challenge (LBC).
- Types of alignment: Product categories highlighted, certifications, and types of documentation that provide validation.

Market maturity
- Are there three or more major manufacturers in this product type that can meet criteria for pledge impact category in a cost competitive manner?
- Can pledge metrics accelerate momentum in an important product type category?

PRODUCT TYPES

ALIGNED IMPACT CATEGORIES

COMMON SPEC DIVISION	CATEGORY	PRODUCT TYPES INCLUDED	CLIMATE HEATH	HUMAN HEALTH	CIRCULAR ECONOMY	SOCIAL HEALTH + EQUITY	ECOSYSTEM HEALTH
033000	Cast-in-place concrete	Concrete mixes, reinforcing steel (rebar)	●				
042000	Unit masonry	Brick, concrete masonry units (CMU)	●				
Various	Stone assemblies	Natural stone cladding, flooring, tiling, etc				●	●
051200	Structural steel	Structural steel columns, beams, and decking	●		●	●	
061000	Rough carpentry	Dimensional lumber					
061500/061800	Mass timber	Glulams, CLT, DLT, NLT, mass plywood	●			●	●
062000	Finish carpentry	Milwork including trim, base, wood panels		●		●	●
072100	Insulation	Board, batt/blanket insulation	●	●			●
074213	Metal wall panels	Exterior envelope metal panels	●		●		
081113	Hollow metal doors and frames	Steel doors and frames	●				
081416	Flush wood doors	Wood doors				●	●
088000	Glazing	Flat glass, insulated glazing units	●				
092116	Gypsum board assemblies	Standard or fire-rated gypsum board, sheathing	●	●			
054000/092216	Non-structural metal framing	Structural cold-formed or interior metal stud framing	●		●		
093000	Tiling	Ceramic, porcelain, stone, glass, etc.	●				
095100	Acoustical ceilings	Ceiling panels (mineral, fiberglass, stone, wool), suspension systems	●	●	●		
096500	Resilient flooring	Resilient tile and Sheet flooring, resilient base		●		●	
096800	Carpeting	Tile carpeting, broadloom/sheet carpeting, rugs	●	●	●	●	
099000	Paint and coatings	Interior paints and primers, standard performance		●		●	
123600	Countertops	Countertops of various types		●			
Various	Fabric	Fabric for wall panels, furniture, curtains, etc.		●		●	
Div 12	Furniture	Various movable furniture items		●	●		●

Product types are presented in the table to the left. Each is listed by typical CSI specification division and section name, followed by the specific products included within that type. The five Materials Pledge impact categories are listed alongside each product type, highlighting the impact categories where alignment of impact is highest (according to the definitions listed above).

AIA