



**CRITERIA DOCUMENTATION VERIFICATION  
PRINTED PAPER (Commission Decision 2012/481/EU)**

**GENERAL**

**Information on the printed paper product applying for the EU Ecolabel licence**

**Product name:**

**Type of printed paper product:**

Newspapers	<input type="checkbox"/>	Books	<input type="checkbox"/>
Advertising materials	<input type="checkbox"/>	Booklets	<input type="checkbox"/>
Newsheets	<input type="checkbox"/>	Catalogues	<input type="checkbox"/>
Journals	<input type="checkbox"/>	Posters	<input type="checkbox"/>
Magazines	<input type="checkbox"/>	Leaflets	<input type="checkbox"/>
Business cards	<input type="checkbox"/>	Brochures	<input type="checkbox"/>
Labels	<input type="checkbox"/>		
Others	<input type="checkbox"/>	What type?	<input type="text"/>

**Type of printing process:**

Sheet offset	<input type="checkbox"/>	Gravure printing	<input type="checkbox"/>
Heatset rotation	<input type="checkbox"/>	Digital printing	<input type="checkbox"/>
Coldset, newspaper	<input type="checkbox"/>	Screen printing	<input type="checkbox"/>
Coldset, form printing	<input type="checkbox"/>	Flexography, corrugated fibreboard	<input type="checkbox"/>
Coldset rotation (except newspapers and forms)	<input type="checkbox"/>	Flexography (except corrugated fibreboard)	<input type="checkbox"/>

**Type of substrate paper product:**

Paper up to basis weight of 400 g/m <sup>2</sup> bearing the EU Ecolabel as established in Commission Decision 2011/333/EU	<input type="checkbox"/>
Paperboard up to basis weight of 400 g/m <sup>2</sup> bearing the EU Ecolabel as established in Commission Decision 2011/333/EU	<input type="checkbox"/>
Newsprint paper bearing the EU Ecolabel as established in Commission Decision 2012/448/EU	<input type="checkbox"/>



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**Weight of substrate paper used (%):**

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**Type of non-paper components used (%):**

_____	<input type="text"/>	%
_____	<input type="text"/>	%
_____	<input type="text"/>	%
_____	<input type="text"/>	%
_____	<input type="text"/>	%
_____	<input type="text"/>	%

**Weight of non-paper components used (%):**

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**Fixed inserts:**

Yes       No

**Not fixed inserts:**

Yes      Sold or provided with the printed paper?  
\_\_\_\_\_  
EU Ecolabel is intended to be placed on them?  
\_\_\_\_\_

No



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**Are parts of the product printed by a sub-contractor?**

Yes       No

**If the answer is yes, please describe the parts of the product and refer the printing houses and subcontractors involved in the production of the printed paper:**

Description of the part of the product: \_\_\_\_\_.

Name of the printing house or finisher: \_\_\_\_\_.

Address: \_\_\_\_\_.

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Name of the printing house or finisher: \_\_\_\_\_.

Address: \_\_\_\_\_.

Please note that if any printing part(s) of the printed paper product was(were) already awarded with the EU Ecolabel, the applicant may provide to the Competent Body one of the following documents, in order to demonstrate compliance with the applicable EU Ecolabel criteria:

- A copy of a valid EU Ecolabel certificate(s) covering the printing part(s) used, or
- A declaration from the Competent Body, referring that an EU Ecolabel license was awarded to the printing part used, or
- The appendix of the contract signed by the paper producer and by the Competent Body, referring explicitly the EU Ecolabel license number and the trade name concerning the printing part used by the applicant.



## CRITERIA DOCUMENTATION VERIFICATION PRINTED PAPER (Commission Decision 2012/481/EU)

### CRITERIA REQUIREMENTS

#### CRITERION 1 – Substrate

(Apply to the final printed paper product)

Information on substrate should be given by the applicant on **Form 1**.

The applicant shall demonstrate compliance with this criterion by providing:

- A copy of a valid EU Ecolabel certificate for the paper used, or
- A declaration from the Competent Body, referring that an EU Ecolabel license was awarded to substrate paper used, or
- The appendix of the contract signed by the paper producer and by the Competent Body, referring explicitly the EU Ecolabel license number and the trade name concerning the substrate paper used by the applicant.

Please note that if requested by the Competent Body, the applicant may have to provide the invoices related to the EU Ecolabel substrate paper used.

#### CRITERION 2 – Excluded or limited substances and mixtures

(Applies both to the non-paper components of the printed paper product and to the printing, coating and finishing processes of the paper components)

Information on all chemical products (consumables) used for the printing, coating and finishing of the printed paper product should be given by the applicant on **Form 2**.

The following declarations shall be provided:

- **Declaration 1**, signed by the producer/supplier of the component or the consumable.
- **Declaration 2**, signed by the producer/supplier of the consumable.
- **Declaration 3**, signed by the producer/supplier of the washing agent.
- **Declaration 4**, signed by the applicant.
- **Declaration 5**, signed by the producer/supplier of printing inks, inks, dyes, toners, varnishes, adhesives, laminates, washing agents and other cleaning chemicals.

A copy of the Safety Data Sheet of each chemical product used during the printing, coating and finishing processes, designed in accordance with Commission Directive 2001/58/EC, shall be provided.

Please note that criterion 2(a) on 'Hazardous substances and mixtures' shall not apply to:

- Washing agents.
- Toluene for use in rotogravure printing processes where a closed or encapsulated installation or recovery system, or any equivalent system, is in place to control and monitor fugitive emissions and where the recovery efficiency is at least 92 %.
- UV varnishes and UV inks classified H412/R52-53.
- Substances or mixtures which change their properties upon processing (e.g. become no longer bioavailable, undergo chemical modification), so that the identified hazard no longer applies.

Additionally, if a closed/encapsulated installation/recovery system, or any equivalent system, had been put in place to deal with the use of toluene in rotogravure printing processes, the applicant shall provide appropriate documentation on their recovery efficiency.

Please note that regarding criterion 2(f) on 'Printing inks, toners, inks, varnishes, foils and laminates':

- Cobalt can only be used up to 0,1 % (w/w).
- Ingredients may contain traces of the referred metals up to 0,01 % (w/w) deriving from impurities in the raw materials.



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**Type of consumables used for the printing and for the finishing of the printed paper product:**

Printing inks and additives	<input type="checkbox"/>	Adhesives	<input type="checkbox"/>
Inks and additives	<input type="checkbox"/>	Damping solutions	<input type="checkbox"/>
Tonnors and additives	<input type="checkbox"/>	Varnishes	<input type="checkbox"/>
Washing agents	<input type="checkbox"/>	Overprinting varnishes	<input type="checkbox"/>
Other cleaning chemical	<input type="checkbox"/>	What? _____	

Please note that information on all consumables used for the printing, coating and finishing of the printed paper product shall be provided in **Form 2**.

**Other type of consumables used, which have specific properties:**

Toluene-based washing agent	<input type="checkbox"/>	Ultraviolet (UV) curable	<input type="checkbox"/>
Printing ink for gravure printing	<input type="checkbox"/>		

**Coating varnishes and lamination, including polyethene and/or polyethene/polypropylene, were used?**

Yes       No

**If yes, for what purpose?**

1. \_\_\_\_\_ .
2. \_\_\_\_\_ .
3. \_\_\_\_\_ .
4. \_\_\_\_\_ .

Please note that coating varnishes and lamination, including polyethene and/or polyethene/polypropylene may be used only for covers of books, pads, magazines and catalogues, exercise books.



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### CRITERION 3 – Recyclability

(Apply to the final printed paper product)

The following declarations shall be provided:

- **Declaration 6**, signed by the applicant.
- **Declaration 7**, signed by the producer/supplier of the substrate paper product.
- **Declaration 8**, signed by the paper collecting company or by the recycling company or by an equivalent organisation.

The applicant shall provide the following\*:

- Test report with the results proving the recyclability for wet strength agents used (reference test method: PTS-RH 021/97 or equivalent).
- Test report with the results proving the removability for adhesives used [reference test method: INGEDE method 12 (for non-soluble adhesive removability) or equivalent].
- Test report with the results proving the de-inkability of the printed paper (reference test method: "Deinking Scorecard" of the European Recovered Paper Council or equivalent).

Please note that:

- The easiness of removal of the non-paper components also can be proven presenting test reports shown by a competent and independent third party as giving equivalent results.
- Where a part of a printed paper product is easily removable (e.g., a plastic cover or a reusable exercise book cover), the recyclability test may be made without this component.
- Removability of water-based adhesives doesn't need to be proved.

\* The User's Manual provides information on cases where testing is required.

### CRITERION 4 – Emissions

(Apply to the printing, coating and finishing processes of the paper components)

#### CRITERION 4 (a) – Emissions to water

The following declarations shall be provided:

- **Declaration 9**, signed by the applicant.
- **Declaration 10**, signed by the sub-contractor responsible for the film processing and/or the plate production.

Please note that the applicant and/or the sub-contractor (if the film processing and/or the plate production are outsourced) shall also provide the following:

- Description of the management of photo-chemicals and silver containing rinsing water on site and/or at the sub-contractors.
- Test results concerning Cr and Cu content present in the waste water discharged into a sewage treatment plant.

The following test methods can be used:

- Chromium (Cr): EN ISO 11885 (Water quality. Determination of selected elements by inductively coupled plasma optical emission spectrometry (ICP-OES) or EN 1233 (Water quality. Determination of chromium. Atomic absorption spectrometric methods).
- Copper (Cu): EN ISO 11885 (Water quality. Determination of selected elements by inductively coupled plasma optical emission spectrometry (ICP-OES)).



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**CRITERION 4 (b) – Emissions to air**

**CRITERION 4 (c) – Emissions from publication rotogravure printing**

The following declarations shall be provided:

- **Declaration 11**, signed by the applicant.
- **Declaration 13**, signed by the producer/supplier of alcohols, washing agents, inks, damping solutions or other corresponding chemical products.

Please note that the applicant shall provide evidence of the calculation regarding VOC, taking into account that the period for the calculations shall be based on the production during 12 months or be based on at least three months of representative running of the plant in case of a new or rebuilt production plant (when a printing house uses different printing technologies, this requirement shall be fulfilled for each one separately).

Regarding publication rotogravure printing, the applicant shall provide the following:

- Documentation showing that the VOC emissions to air don't exceed 50 mg C/Nm<sup>3</sup>.
- Description of the system installed to reduce Cr<sup>6+</sup> emissions to air, together with an explanation of the related control and monitoring processes.
- Test results related to the reduction of Cr<sup>6+</sup> emissions to air.

The following test method can be used:

- Chromium (Cr): EN 14385:2004 (Stationary source emissions. Determination of the total emission of As, Cd, Cr, Co, Cu, Mn, Ni, Pb, Sb, TI and V) or an equivalent test method.

**CRITERION 4 (d) – Printing processes to which no legislative measures apply**

The following declaration shall be provided:

- **Declaration 12**, signed by the applicant.

The applicant shall also provide the following:

- Description of the system installed to recover or combustion (or equivalent) of the volatile solvents from the drying process of heat-set offset and flexography printing.
- Documentation and test results related to the control and the monitoring of emissions to air.

Please note that this sub criterion does not apply to:

- Screen printing and digital printing.
- Heat-set and flexography installations with solvent consumption lower than 15 tonnes per year.



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### CRITERION 5 – Waste

(Apply to the printing, coating and finishing processes of the paper components)

The following declarations shall be provided:

- **Declaration 14**, signed by the applicant.
- **Declaration 15**, signed by the sub-contractor responsible for the waste management.
- **Declaration 16**, signed by the contractor responsible for collecting the waste paper from the printing house.

The applicant or the sub-contractor (if the waste management is outsourced) shall also provide the following:

- Description of the procedures adopted for waste management.
- Corresponding declaration to the local authority every year (where appropriate).

The contractor responsible for collecting the waste paper from the printing house shall also provide the following:

- Description of the calculation of the amount of waste paper from the production of the ecolabelled printed paper product.
- Outsourcing terms and calculations on the amount of paper waste involved in the finishing processes.

The period for the calculations shall be based on the production during 12 months. In case of a new or a rebuilt production plant, the calculations shall be based on at least three months of representative running of the plant.

Alternatively, the applicant may provide calculations regarding the total amount of waste paper produced annually in the printing house, and declare that these results can be assumed as valid for the EU Ecolabelled production.

### CRITERION 6 – Energy use

(Apply to the printing, coating and finishing processes of the paper components)

The following declaration shall be provided:

- **Declaration 17**, signed by the applicant.

The applicant shall provide:

- Register of energy consuming devices (e.g., printing machines, finishing equipment, systems for transport of paper, cooling and heating systems, process air systems).
- Description of the improvement energy efficiency programme implemented.

### CRITERION 7 – Training

(Apply to the printing, coating and finishing processes of the paper components)

The following declaration shall be provided:

- **Declaration 18**, signed by the applicant.

The applicant shall also provide the following:

- Details of the training programme, its content and an indication of which staff have received what training and when.
- Sample of the training material.





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### CRITERION 8 – Fitness for use

(Apply to the final printed paper product)

The following declaration shall be provided:

- **Declaration 19**, signed by the applicant.

The applicant shall prove the fitness for use of the printed paper products through:

- National or commercial standards.
- Presenting the conditions of sales of its company, setting out the terms of the contract between the printer and its customers, namely the parts describing the quality of the printed paper product.
- Valid ISO 9001 certificate issued by a certification body and respective record of complaints required by the ISO 9001 standard certification.

### CRITERION 9 – Information on the product

(Apply to the final printed paper product)

The following declaration shall be provided:

- **Declaration 20**, signed by the applicant.

The applicant shall provide a sample of the product, bearing the information required.

Alternatively, a draft on how and where the text will appear can be provided to the Competent Body.

### CRITERION 10 – Information appearing on the EU Ecolabel

(Apply to the final printed paper product)

The following declaration shall be provided:

- **Declaration 20**, signed by the applicant.

The applicant shall also provide a sample of the printed paper product, showing the label.

Alternatively, a draft on how the EU Ecolabel and respective license number will appear can be provided to the Competent Body.



## CRITERIA DOCUMENTATION VERIFICATION PRINTED PAPER (Commission Decision 2012/481/EU)

### INTERPRETATIONS/DEFINITIONS TO BE CONSIDERED IN THE ASSESSMENT AND VERIFICATION PROCESS

#### CONSUMABLES

1. **Consumables** mean 'chemical products used during the printing, coating and finishing processes and capable of being consumed, destroyed, dissipated, wasted, or spent. Consumables include products such as printing inks and dyes, toners, overprinting varnishes, varnishes, adhesives, washing agents and damping solutions'.
2. **Chemical products marketed as products to be added or used together with printing inks, inks or toners (additives)** are considered as printing inks/inks/toners.
3. **Adhesives supplied on prefabricated covers, foils for foil printing and laminates** are not considered consumables.
4. **Damping solution** shall more correctly be referred as dampening solution additives.
5. **Printing inks** are specified as all chemicals used to transfer an image or text to the printing material by all printing methods except digital printing. Printing inks also include metallic inks (printing inks in which the pigment consists of, for example, aluminium or copper in metallic form) and ink additives that are mixed in the printing ink. Production aids such as anti-drying agents that are designed to prevent the ink vessel drying out overnight, or spraying powder, are not regarded as ink additives.
6. **Dyes** are more correctly inks [reference to “inks” alone is for instance made in sub criterion 2(f)].
7. **Inks** are specified as all chemicals, apart from toners, used to transfer an image or text to the print medium by digital printing.
8. **Toners** are all chemicals, apart from inks, used to transfer an image or text to the print material by digital printing. Toners come in both dry (powder) and wet (liquid) form. Fuser fluid and developer used together with dry toner also count as chemicals in the toner category. Image oil and other chemicals used with wet toner also count as chemicals in the toner category.
9. **UV inks and varnishes** are such chemicals that cure rapidly under ultraviolet radiation. The inks contain photo-initiators which, under UV radiation, start a process of polymerisation of the binders. The binders are reactive acrylates.
10. **Varnishes** are chemicals that are not printing inks which are applied to the printed matter with a view to providing protection against for example wear and tear or water/moisture (for example wax) and improving its appearance by giving it a shiny or matt surface. Varnishes may have a decorative effect, for example where they contain glitter, or have other effects, for example acting as a coating to temporarily conceal printed information.
11. **Overprinting varnishes** are chemically speaking offset printing inks without pigment. Overprint varnish is considered a varnish and not a printing ink.
12. **Halogenated organic solvent** means an organic solvent which contains at least one atom of bromine, chlorine, fluorine or iodine per molecule.
13. **Washing agents** (also sometimes known as cleaning agents or cleaners) means the following:
  - (a) liquid chemicals used to wash printing forms, both separate (off-press) and integrated (in-press), and printing presses to remove printing inks, paper dust and similar products;
  - (b) cleaners for finishing machines and printing machines, such as cleaners to remove adhesive and varnish residues;
  - (c) printing inks removers used in washing off dried printing inks. Washing agents do not include cleaning agents for cleaning other parts of the printing machine or for cleaning other machines than printing machines and finishing machines.