



Imaging Equipment – Commission Decision 2013/806/EU

***USER MANUAL FOR
THE EU ECOLABEL***



***Guidance document and Application forms
For Imaging Equipment***

Version 1.0 – July 2014

Commission Decision 2013/806/EU of 17 December 2013 establishing the ecological criteria
for the award of the EU Ecolabel for Imaging Equipment



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Part A General Information

Introduction

The purpose of this User's Manual is to describe the requirements in form of data and documentation that the applicant has to compile in order to apply for the EU Ecolabel for Imaging Equipment. In addition, this manual describes the requirements for demonstrating continued compliance once the label has been granted.

This User's Manual only serves as a guiding document. The legal basis for the award of the EU Ecolabel is the EC Regulation 66/2010 of the European Parliament and of the Council of 25 November 2009 on the EU Ecolabel and the Commission Decision 2013/806/EU of 17 December 2013 establishing the ecological criteria for the award of the EU Ecolabel for Imaging Equipment.

Completed application forms for the European Ecolabel shall be provided in two copies bearing original signatures. The application form template can be provided by any of the Competent Bodies responsible for the European Scheme. For further information, please get in contact with the Ecolabel Helpdesk (ecolabel@bio.deloitte.fr).

For which products can applications be made?

The product group “Imaging equipment” shall comprise products which are used in the office (private or professional) and their function is:

i) to produce a printed image (paper document or photo) through a marking process either from a digital image (provided by a network/card interface) or from a hardcopy through a scanning/copying process or/and

ii) to produce a digital image from a hard copy through a scanning/copying process.

The Ecolabel criteria apply to products which are marketed as printers, copiers and multifunctional devices (MFD).

The following marking technologies can be used: Electrophotography (EP), Ink Jet (IJ), Solid Ink (SI), Direct Thermal (DT), Dye Sublimation (DS), Impact, High Performance IJ, Stencil and Thermal Transfer (TT).

Other type of imaging equipment devices i.e. fax machines, digital duplicators, mailing machines, scanners are excluded from the scope.



Large products which are not typically used in household and office equipment with the following technical specifications:

- Standard black and white format products with maximum speed over 66 A4 images per minute
- Standard Colour format products with maximum speed over 51 A4 images per minute
- Designed for A2 media and larger
- Products marketed as plotters

are also excluded from the scope of this decision.

Who can apply for the EU Ecolabel?

Manufacturers, importers, services providers, traders and retailers, may submit applications for the Ecolabel. Traders and retailers may submit applications in respect of products placed on the trade market under their own brand names.

Where to apply?

- If a product originates in a single country of the European Economic Area market (European Union plus Iceland, Lichtenstein and Norway) the application shall be presented to a Competent Body of that country.
- If a product originates in the same form in several countries of the European Economic Area the application may be presented to a Competent Body in one of those countries.
- If a product originates outside the European Economic Area market (European Union plus Iceland, Lichtenstein and Norway) the application may be presented to a Competent Body in any of the countries of the European Economic Area in which the product is to be or has been placed on the market.

What does an application/contract cover?

At application the applicant must report the trade names and identification or reference numbers of the products in question. When the application has been assessed by the Competent Body as being in compliance with all the relevant EU Ecolabel criteria, a contract is issued. The contract references the product group and relevant Commission decision. The contract must be signed by the company and by



the competent body. Once the contract is signed, a certificate is issued referring to the company applying, to the range of products and to the different trade names of each of the products certified. If the contract holder wants to extend his range of EU Ecolabel products the following conditions apply:

- Extension with new identification/reference commercial names, which do not affect the criteria, can be done by sending specific information to the Competent Body. In this case a request is sent to the competent body with the new trademark and the name and licence number of the product which has already been certified together with a declaration that the additional product is in compliance with the criteria and a sample of the new label(s) if relevant. After validation of the information including any new label(s) a revised or additional certificate including the new product's reference is issued.
- Extension with new technical characteristics (for example new materials), as far as these are affected by the criteria, must be approved by the Competent Body prior to use. This must be done by formally informing the Competent Body and providing all necessary supporting documentation.
- Extension with new suppliers can be done by providing the Competent Body with documentation confirming the suppliers' compliance with the criteria. This must be accompanied by an updated list of all suppliers.

Choice of analytical laboratory

In the criteria document (in Annex) it is stated that "Where possible, the testing should be performed by laboratories that meet the general requirements of EN ISO 17025^[1] or equivalent". There is a need for a common practice on how this shall be interpreted, and this document describes a hierarchy of situations and conditions for acceptance of a laboratory.

The situation in paragraph 1 is preferred, if this is not possible, paragraph 2 comes into force, etc. The national competent body or Ecolabelling board will consider the applications individually taking into account the following approach and making a decision according to the concrete situation without prejudice to the credibility of the European eco-labelling scheme.

- (1) Laboratory tests shall be performed by laboratories that are accredited for the specified test method according to ISO 17025 or GLP, where possible. The Competent Bodies accept accredited laboratories in all Member States in the EU/EEA and in countries that have

[¹] ISO/IEC 17025:2005 General requirements for the competence of testing and calibration laboratories

signed the mutual recognition agreement according to ILAC, the international accreditation organisation. If in the Member State where the applicant submits its dossier or where the company or the concerned production plant or service is based, one or more laboratories are accredited according to ISO 17025 or GLP, applicants shall use such a laboratory, either in that Member State or another.

- (2) Laboratories with an accreditation for other tests than those required by the criteria can be accepted if they submit a declaration that the tests are done following the same quality management procedures as the tests for which they obtained an accreditation. In case of doubt, the competent body or national board shall inspect the lab that carries out the tests or shall select an accredited auditor who will be charged to do so.
- (3) If neither point 1 or 2 is possible, applicants should call on a non-accredited independent laboratory certified or approved by a Government Department or other public body in a Member State. In case of doubt, the competent body or national board shall inspect the lab that carries out the tests or shall select an accredited auditor who will be charged to do so.
- (4) If none of points 1 - 3 are possible, applicants may have the tests performed by an independent laboratory that is neither accredited nor approved by authorities according to point 3. Laboratories with a quality management system shall be preferred. A laboratory situated in an organisation holding an ISO 9001- certificate, may be accepted if the scope of the certification includes the laboratory. The competent body or national board shall verify the competence of the laboratory that carries out the tests or shall select an accredited auditor who will be charged to do so.
- (5) If none of the above mentioned points can be fulfilled, the applicant may have the tests carried out in a company laboratory (that is not accredited ISO 17025 or GLP, as this would be covered by point (1)). The competent body or national board shall ensure that the tests are properly carried out or shall select an accredited auditor who will be charged to do so. In this case, the laboratory shall have a quality management system. A laboratory within an organisation holding an ISO 9001-certificate is accepted as being under appropriate quality management, if the scope of the certification includes the laboratory. This option may also be used for continuous monitoring of the production, including discharges and emissions, and for testing fitness for use when no standard test method exists.



Test period and test frequency

Test results/test reports will be required by the Competent Body upon application. It is the responsibility of the contract holder that the products remain in continuous compliance with the Ecolabel criteria.

Once the product(s) have been awarded the Ecolabel, random tests (e.g. fitness for use) can be undertaken by the Competent Body in order to check whether the products still comply with the Ecolabel criteria.

Continuous control – the responsibility of the applicant

In accordance with the terms of the signed contract, the applicant has the responsibility to maintain continued compliance with the EU Ecolabel criteria.

After an Ecolabel has been granted, the applicant must keep the application dossier continuously up to date. Where continued tests or measurements are required, the contract holder or his supplier is responsible for keeping a journal containing the test results and other relevant documentation. This documentation does not need to be sent to the Competent Body, but must be available at any time, if requested.

If data shows that the product, during the validity period of the license, no longer complies with the criteria, this must be reported to the Competent Body immediately together with a statement of the reasons for the non-compliance. The Competent Body will in each individual case decide the consequences of the non-compliance, e.g. a demand for additional measurements, suspension of the licence etc.

Assessment of compliance with the criteria

The Competent Body may undertake any necessary investigations to monitor the ongoing compliance by the holder of the Ecolabel licence with the product group criteria and the terms of use and provisions of the contract. To this end, the Competent Body may request, and the holder shall provide, any relevant documentation to prove such compliance.

Furthermore, the Competent Body may, at any reasonable time and without notice, request, and the holder shall grant, access to the premises.



Costs

The applicant must pay all expenses for tests and verifications related to the application, holding and use of the EU Ecolabel. The Competent Body can require reasonable costs to cover the assessment procedure.

The Competent Body to which an application is made shall charge a fee according to the Commission Regulation (EU) No 782/2013 of 14 August 2013 amending Annex III to the Regulation (EC) No 66/2010 of the European Parliament and of the Council on the EU Ecolabel 25 November 2009.

The applicant may be charged for travel and accommodation costs where an on-site verification is needed outside the Member State in which the Competent Body is based.

The application process

Once you have decided to make an application, we would advise you to contact your Competent Body immediately. See section above **Where to apply?**

The contact details of each Competent Body are available at:

<http://ec.europa.eu/environment/ecolabel/competent-bodies.html>

The first step in applying for the EU Ecolabel is to register on the online application tool ECAT at https://webgate.ec.europa.eu/ecat_admin.

For help in using ECAT please download the ECAT User Manual at <http://ec.europa.eu/environment/ecolabel/how-to-apply-for-eu-ecolabel.html>. If you have any problems using the system, contact your Competent Body.

Please note that the required application dossier will need to be submitted to the relevant Competent Body once the application has been registered in ECAT. The applicant will have to fill in an application form which is found in the User's Manual part A. The application form must be sent together with the relevant documentation to the Competent Body.

After receiving an application the Competent Body examines the documentation including any material sent directly by suppliers. The Competent Body can ask for further information, if necessary. The case officer at the Competent Body makes a list of any additional documentation required in order



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to comply with the Ecolabel criteria. This list is forwarded to the applicant who will have to ensure that the relevant documentation is provided.

The Competent Body may also carry out an on-site visit to the applicant and/or his suppliers. The Competent Body makes this decision on a case by case basis. When all requirements have been met, the Competent Body will sign a contract with the applicant specifying the terms of use of the EU Ecolabel, following the standard contract in Annex IV of the Regulation (EC) no. 66/2010 of 25 November 2009.

When criteria documents are revised, the license holders will have to apply for re-assessment of their license according to the revised criteria. A transition period for adjusting the products and applying for re-assessment is allowed. This will be announced by the European Commission.

For more information about the application process visit the EU Ecolabel website at:

<http://ec.europa.eu/environment/ecolabel/how-to-apply-for-eu-ecolabel.html>



Part B Product Assessment and Verification

Criteria for awarding the EU Ecolabel to imaging equipment:

PAPER MANAGEMENT

1. Availability of N-up printing
2. Duplex printing
3. Use of recycled paper

ENERGY EFFICIENCY

4. Energy efficiency

INDOOR AIR EMISSIONS

5. Restriction on indoor emissions

NOISE EMISSIONS

6. Noise emissions

SUBSTANCES AND MIXTURES IN IMAGING EQUIPMENT

7. Excluded or limited substances and mixtures
 - (a) Hazardous substances and mixtures
 - (b) Substances listed in accordance with Article 59(1) of Regulation (EC) No 1907/2006
8. Mercury in light sources

REUSE, RECYCLING AND END-OF-LIFE MANAGEMENT

9. Design for disassembly

INK AND TONER CONSUMABLES

10. Design for recycling and/or reuse of toner and/or ink cartridges
11. Toner and/or ink cartridge take-back requirement

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12. Substances in ink and toners

OTHER CRITERIA

13. Packaging

14. Warranty, guarantee of repairs and supply of spare parts

15. User information

16. Information appearing on the EU Ecolabel

The specific assessment and verification requirements are indicated within each criterion.

Where the applicant is required to provide declarations, documentation, analyses, test reports, or other evidence to show compliance with the criteria, these may originate from the applicant or his supplier or both. Where possible, the testing shall be performed by laboratories that meet the general requirements of European Standard EN ISO 17025² or equivalent.

Where appropriate, test methods other than those indicated for each criterion may be used if the competent body assessing the application accepts their equivalence.

As pre-requisite, the product must meet all respective legal requirements of the country (countries) in which the product is intended to be placed on the market. The applicant shall declare the product's compliance with this requirement.

For further information about national legislation, please consult Annex 1 Legal requirements of the Member States of EU.

² ISO/IEC 17025:2005 General requirements for the competence of testing and calibration laboratories



Criterion 1. Availability of N-up printing

Imaging equipment shall offer as a standard feature the capability to print and/or copy two or more pages of a document on one sheet of paper when the product is managed by original software provided by the manufacturer.

Required documentation for Assessment and verification

- The applicant shall provide to the awarding competent body a declaration of compliance with those requirements – [Declaration 2 Availability of N-up printing](#) .
- An explanation as to how users can access the printing of two or more pages on one sheet of paper

Criterion 2. Duplex printing

Imaging equipment with a maximum operating speed for monochrome printing and/or copying of 19 images per minute (ipm) or more for A4 size paper shall be equipped with an automatic double-side print/copy unit.

The duplex printing and/or copying function shall be set as default in the original software provided by the manufacturer. For the devices receiving a printing order from a computer, a message should be formulated by the manufacturer and displayed on the computer screen of the user when the default setting is changed into one-side printing. The content of this message should highlight the fact that one-side printing mode will contribute to significantly higher environmental impacts than double-side printing.

Required documentation for Assessment and verification

- The applicant shall provide to the awarding competent body a declaration of compliance with those requirements – [Declaration 3 Duplex printing](#)
- A declaration of the speed for monochrome printing and an explanation as to which message and where and when such message for devices receiving a printing order from computer, is displayed to users

Criterion 3. Use of recycled paper

Imaging equipment shall be capable of processing recycled paper made of 100 % post-consumer paper that meets the requirements of EN 12281:2002.



Required documentation for Assessment and verification

The applicant shall provide to the awarding competent body a declaration of compliance with those requirements - [Declaration 4 Use of recycled paper](#)

Criterion 4. Energy efficiency

(a) The energy consumption of the product shall fulfil the energy efficiency requirements of Energy Star v.2.0³ criteria for imaging equipment.

(b) Power consumption in a condition providing ‘networked standby’:

(i) the power consumption of equipment with HiNA functionality, in a condition providing networked standby into which the equipment is switched by the power management function, or a similar function, shall not exceed 3,00 W;

(ii) the power consumption of other networked equipment in a condition providing networked standby into which the equipment is switched by the power management function, or a similar function, shall not exceed 1,50 W;

(iii) networked equipment that has one or more standby mode(s) shall comply with the requirements for these standby mode(s) when all network ports are disconnected or, for wireless network ports, the network ports are deactivated;

(iv) the power consumption limits as stipulated at points (i) and (ii) above shall not apply to large format printing equipment and to printing equipment with a power supply of a rated power larger than 750 W.

Required documentation for Assessment and verification

As regards point (a):

- The applicant shall provide to the competent bodies a declaration of compliance with the energy efficiency requirements as set in Energy Star v.2.0 - [Declaration 5 Energy Efficiency](#)

³ <https://energystar.gov/products/specs/node/148>



- A test report with the results of the energy efficiency test according to the methods specified in Energy Star.
- Energy Star v.2.0 labelled products are deemed to comply with the requirements of this criterion and the applicant shall submit a copy of the Energy Star registration form.

As regards point (b):

- The applicant shall provide to the competent bodies a declaration that it meets the criteria including a test report stating the consumption in the network standby mode.

Criterion 5. Restriction on indoor emissions

In the use phase the product shall not emit the air pollutants listed in Table 1 in amounts higher than the maximum emission rates:

Table 1 Maximum emission rates for air pollutants

Maximum emission rate in mg/h,			
		Monochrome printing	Colour Printing
Ready mode	TVOC**	1 (Desktop products)	1 (Desktop products)
		2 (Floor-mounted equipment (Volume >250 litres)	2 (Floor-mounted equipment, Volume > 250 litres)
Printing mode (Sum of Ready + Printing mode)	TVOC**	10	18
	Benzene	< 0,05	< 0,05
	Styrene	1,0	1,8
	Not identified single VOC substances**	0.9	0.9



	Ozone *	1,5	3,0
	Dust*	4,0	4,0

(*) Only for electro-graphic (EP)-printing.

(**) The list of the ‘identified VOCs’ in the measuring method is provided in Blue Angel Ral UZ 171 of July 2012, Annex S-M Chapter 4.5.

All the maximum emission rates set out in Table 1 shall be measured in accordance with the requirements described in Blue Angel RAL UZ 171 of July 2012⁴.

Required documentation for Assessment and verification

- The applicant shall submit to the competent body a test report containing the results of the emission test according to the methods specified in Blue Angel RAL UZ 171 of July 2012. - - **Declaration 6 Restriction on indoor emissions** The testing laboratory performing the test shall be accredited according to EN ISO/IEC 17025. The applicant shall attach a copy of the valid accreditation certificate of the test laboratory.

⁴ http://www.blauer-engel.de/en/products_brands/vergabegrundlage.php?id=259



Criterion 6. Noise emissions

The noise emission shall be rated by the declared A-weighted sound power level depending on printing speed per minute given in dB with one decimal place accuracy (or in B with two decimal places accuracy).

The declared A-weighted sound power level L_{WAd} of the product shall not exceed the following limits while operating:

(a) for monochrome printing — the A-weighted sound power level limit value $L_{WAd,lim,bw}$ shall be determined depending on the operating speed S_{bw} given with one decimal place accuracy according to the following formula:

$$L_{WAd,lim,bw} = 37 + 20 * \log(S_{bw} + 8) \text{ dB}$$

$L_{WAd,lim,bw}$ = A-weighted sound power level limit for monochrome printouts given in dB

(b) for colour printing — the A-weighted sound power level limit value $L_{WAd,lim,co}$ shall be determined depending on the operating speed S_{co} given with one decimal place accuracy according to the following formula:

$$L_{WAd,lim,co} = 38 + 20 * \log(S_{co} + 8) \text{ dB}$$

$L_{WAd,lim,co}$ = A-weighted sound power level limit in dB for colour printouts

(c) in addition, for both monochrome and colour printing — the A-weighted sound power level limit value $L_{WAd,lim,bw}$ and $L_{WAd,lim,co}$ shall not exceed an upper limit of 75,0 dB:

$$L_{WAd,lim,bw} < 75,0 \text{ dB}$$

$$L_{WAd,lim,co} < 75,0 \text{ dB}$$

For serial electrophotographic colour devices with $S_{co} \leq 0,5 S_{bw}$ the sound power level shall be determined and indicated. For assessment purposes compliance with $L_{WAd,lim,bw}$ for monochrome printouts with printing speed S_{bw} shall be considered exclusively.

Required documentation for Assessment and verification

- The applicant shall declare the compliance with the criteria requirements [Declaration 7 Noise emissions](#)



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- Submit a test report containing the results of the A-weighted sound power according to the methods specified in ISO 7779 3rd edition (2010).
- The testing laboratory performing the test must be accredited according to EN ISO/IEC 17025 as well as according to ISO 7779 for acoustic measurements. The applicant shall attach a copy of the valid accreditation certificate of the test laboratory

Criterion 7. Excluded or limited substances and mixtures

(a) Hazardous substances and mixtures

According to the Article 6(6) of Regulation (EC) No 66/2010 on the EU Ecolabel, the product or any article⁵ of it shall not contain substances meeting criteria for classification with the hazard statements or risk phrases specified in Table 2 in accordance with Regulation (EC) No 1272/2008 or Directive 67/548/EC nor shall it contain substances referred to in Article 57 of Regulation (EC) No 1907/2006. The risk phrases in Table 2 generally refer to substances. However, if information on substances cannot be obtained, the classification rules for mixtures apply.

Substances or mixtures which change their properties through processing and thus become no longer bioavailable, or undergo chemical modification in a way that removes the previously identified hazard are exempted from criterion 7(a).

Table 2: Hazard statements and Risk Phrases

Hazard Statement	Risk Phrase
H300 Fatal if swallowed	R28
H301 Toxic if swallowed	R25
H304 May be fatal if swallowed and enters airways	R65
H310 Fatal in contact with skin	R27
H311 Toxic in contact with skin	R24
H330 Fatal if inhaled	R23/26
H331 Toxic if inhaled	R23
H340 May cause genetic defects	R46
H341 Suspected of causing genetic defects	R68
H350 May cause cancer	R45
H350i May cause cancer by inhalation	R49

⁵ In Regulation (EC) No 1907/2006 (REACH) Article: means an object which during production is given a special shape, surface or design which determines its function to a greater degree than does its chemical composition;



H351 Suspected of causing cancer	R40
H360F May damage fertility	R60
H360D May damage the unborn child	R61
H360FD May damage fertility. May damage the unborn child	R60/61/60-61
H360Fd May damage fertility. Suspected of damaging the unborn child	R60/63
H360Df May damage the unborn child. Suspected of damaging fertility	R61/62
H361f Suspected of damaging fertility	R62
H361d Suspected of damaging the unborn child	R63
H361fd Suspected of damaging fertility. Suspected of damaging the unborn child.	R62-63
H362 May cause harm to breast fed children	R64
H370 Causes damage to organs	R39/23/24/25/26/27/28
H371 May cause damage to organs	R68/20/21/22
H372 Causes damage to organs through prolonged or repeated exposure	R48/25/24/23
H373 May cause damage to organs through prolonged or repeated exposure	R48/20/21/22
H400 Very toxic to aquatic life	R50
H410 Very toxic to aquatic life with long-lasting effects	R50-53
H411 Toxic to aquatic life with long-lasting effects	R51-53
H412 Harmful to aquatic life with long-lasting effects	R52-53
H413 May cause long-lasting harmful effects to aquatic life	R53



EUH059 Hazardous to the ozone layer	R59
EUH029 Contact with water liberates toxic gas	R29
EUH031 Contact with acids liberates toxic gas	R31
EUH032 Contact with acids liberates very toxic gas	R32
EUH070 Toxic by eye contact	R39-41

Concentration limits for substances or mixtures which may be or have been assigned the hazard statements or risk phrase listed above, meeting the criteria for classification in the hazard classes or categories, and for substances meeting the criteria of Article 57 (a), (b) or (c) of Regulation (EC) No 1907/2006, shall not exceed the generic or specific concentration limits determined in accordance with the Article 10 of Regulation (EC) No 1272/2008. Where specific concentration limits are determined they shall prevail over the generic ones.

Concentration limits for substances meeting criteria of Article 57 (d), (e) or (f) of Regulation (EC) No 1907/2006 shall not exceed 0,1% weight by weight.

The final product must not be labelled according to the hazard statements above.

The following substances/components in Table 3 are specifically derogated from this requirement:

Table 3: Derogated substance/components

Articles with weight below 25g	All hazard statements and risk phrases
Homogeneous parts of complex articles with weight below 25 g	All hazard statements and risk phrases
Inks and toners and cartridges	All hazard statements and risk phrases
Nickel in stainless steel of all types other than of high-sulphur grades (S > 0.1%)	
2-(2H-benzotriazol-2-yl)-4-(1,1,3,3-tetramethylbutyl)phenol CAS 3147-75-9	
Triphenylphosphine CAS 603-35-0	



(1-methylethylidene)di-4,1-phenylene tetraphenyl diphosphate (BDP) CAS 5945-33-5 and CAS 181028-79-5 when it is used as pure and not with technical quality of equal or less than 90 % BDP	
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The applicant shall declare the non-classification of the substances or materials with any of the hazard classes associated to the hazard statements referred to in the above list in accordance with Regulation (EC) 1272/2008, as far as this can be determined, as a minimum, from the information meeting the requirements listed in Annex VII of Regulation (EC) 1907/2006,

Information on intrinsic properties of substances may be generated by means other than tests, for instance through the use of alternative methods such as in vitro methods, by quantitative structure activity models or by the use of grouping or read-across in accordance with Annex XI of Regulation (EC) 1907/2006. The sharing of relevant data is strongly encouraged.

The information provided shall relate to the forms or physical states of the substance or mixtures as used in the final product.

Required documentation for Assessment and verification for Criteria 7 point (a)

For each article or any homogenous part of, the applicant shall provide:

- A declaration of compliance with this criterion, according to [Declaration 8 Hazardous substances and SVHC](#)
- Related documentation, such as declarations of compliance signed by their suppliers, according to [Declaration 8 Hazardous substances and SVHC](#)
- Summarized information on the relevant characteristics associated to the hazard statements referred to in the above list, to the level of detail specified in section 10, 11 and 12 of Annex II of Regulation (EC) 1907/2006 (Requirements for the Compilation of Safety Data Sheets).
- For substances listed in Annexes IV and V of REACH, exempted from registration obligations under Article 2(7)(a) and (b) of Regulation 1907/2006 REACH, a declaration to this effect will suffice to comply with the requirements set out above.



Substances listed in accordance with article 59(1) of Regulation (EC) No 1907/2006

No derogation from the exclusion in Article 6(6) of the Regulation (EC) No 66/2010 shall be given concerning substances identified as substances of very high concern and included in the list foreseen in Article 59 of Regulation (EC) No 1907/2006, present in mixtures, in an article or in any homogeneous part of a complex article in concentrations > 0.1%. Specific concentration limits determined in accordance with Article 10 of Regulation (EC) No 1272/2008 shall apply in cases where the concentration is lower than 0.1%.

The list of substances identified as substances of very high concern and included in the candidate list in accordance with Article 59 of Regulation (EC) No 1907/2006 can be found on the ECHA website⁶. Reference to the list shall be made on the date of application

Required documentation for Assessment and verification for Criteria 7 (b)

- The applicant shall provide a declaration of compliance with this criterion – [Declaration 8 Hazardous substances and SVHC](#)
- In applicable, [Declaration 8 Hazardous substances and SVHC](#) and related documentation, such as declarations of compliance, signed by the material suppliers.
- Copies of relevant Safety Data Sheets for substances or mixtures in accordance with Annex II to Regulation (EC) No 1907/2006 for substances or mixtures. Concentration limits shall be specified in the Safety Data Sheets in accordance with Article 31 of Regulation (EC) No 1907/2006 for substances and mixtures.

Criterion 8. Mercury in light sources

Mercury or its compounds shall not intentionally be added to light sources used in imaging equipment.

Required documentation for Assessment and verification

- The applicant shall declare to the competent body that the light sources of the product do not contain more than 0,1 mg of mercury or its compounds per lamp.- [Declaration 9 Mercury in light sources](#)
- The applicant shall also provide a brief description of the lighting system used.

⁶ http://echa.europa.eu/chem_data/authorisation_process/candidate_list_table_en.asp



Criterion 9. Design for disassembly

The manufacturer shall demonstrate that the imaging equipment can be easily dismantled by professionally trained personnel using the tools usually available to them, for the purpose of repairs and replacements of worn-out parts, upgrading older or obsolete parts, and separating parts and materials, ultimately for recycling or reuse.

Required documentation for Assessment and verification

- A report shall be submitted with the application detailing the dismantling of the imaging equipment. – [Declaration 10 Design for disassembly](#)
- It shall include an exploded diagram, in written or digital form, of the product, labelling the main components as well as identifying any hazardous substances in components.



Criterion 10. Design for recycling and/or reuse of toner and/or ink cartridges

The products must accept remanufactured toner and/or ink cartridges.

The products shall be designed taking reuse of toner and/or ink cartridge into consideration.

The design of the cartridge recommended by the manufacturer (OEM) for use in the product shall promote its durability. Devices and practices that would prevent its reutilisation (sometimes referred to as anti-reutilisation devices/practises) shall not be present or applied. This requirement shall not apply to imaging equipment that is not using cartridges.

Required documentation for Assessment and verification

- The applicant shall declare compliance with the criterion.- [Declaration 11 Design for recycling and/or reuse of toner and/or ink cartridges](#)
- The applicant shall provide to the competent body a copy of the user information.
- The applicant shall submit instructions on how the cartridge can be remanufactured and/or refilled or provide a proof (i.e. one sample) that cartridges has been remanufactured or refilled following the provided instructions.

Criterion 11. Toner and/or ink cartridge take-back requirement

The applicant shall offer to users a take-back system for the return, in person or by shipment, of toner and/or ink modules and toner and/or ink containers supplied or recommended by the applicant for use in the product, in order to channel such modules and containers to reuse and/or material recycling with preference given to reuse. This also applies to residual toner containers.

Third parties may be subcontracted to perform this task and they shall be provided with instructions for proper handling of residual toner. Non-recyclable product parts shall be properly disposed. Modules and containers shall be taken back free of charge by the return facility named by the applicant. The product documents shall include detailed information on the return system.

Required documentation for Assessment and verification

A declaration that a take back system is offered to users for toner and/or ink modules and toner and/or ink containers and that such consumables collected are channelled for reuse and/or recycling signed either by the applicant or by the subcontracted third parties shall be provided to the awarding competent body. - [Declaration 12 Toner and/or ink cartridge take-back requirement](#)



Criterion 12. Substances in ink and toners

(a) No substances may be added to toners and inks (including solid inks) supplied or recommended by applicant for use in the product which contain mercury, cadmium, lead, nickel or chromium-VI-compounds as constituents. High molecular weight complex nickel compounds as colorants shall be exempted. Production-related contamination by heavy metals, such as cobalt and nickel oxides shall be kept as low as technically possible and economically reasonable.

(b) Azo colorants that might release carcinogenic aromatic amines appearing on the list of aromatic amines according to Annex XVII to Regulation (EC) No 1907/2006, shall not be used in toners and inks supplied or recommended by the applicant for use in the product.

(c) Only those substances which are listed as so-called existing substances in Annex II to Commission Regulation (EC) No 2032/2003⁷ may be added as active biocides to inks supplied or recommended by the applicant for use in the product.

Required documentation for Assessment and verification

- The applicant shall declare compliance with those requirements. - [Declaration 13 Substances in ink and toners](#)
- A declaration of compliance signed by the ink and toner supplier(s) and copies of relevant safety data sheets about materials and substances shall also be provided to the awarding competent body.

⁷OJ L 307, 24.11.2003, p. 1.



Criterion 13. Packaging

Where cardboard boxes are used for the final packaging, they shall be made of at least 80 % recycled material.

Where plastic bags are used for the final packaging, they shall be made of at least 75 % of recycled material or they shall be biodegradable or compostable, in agreement with the definitions provided by the EN 13432 or equivalent.

Required documentation for Assessment and verification

- The applicant shall declare compliance with those requirements and copies of material specifications from packaging material suppliers, shall also be provided to the competent body. - [Declaration 14 Packaging](#)
- Only primary packaging, as defined in Directive 94/62/EC of the European Parliament and of the Council⁸ is subject to the criterion.

Criterion 14. Warranty, guarantee of repairs and supply of spare parts

The applicant shall provide a guarantee (or warranty) for repair or replacement of minimum 5 years.

The applicant shall ensure that a supply of spare parts and necessary infrastructure for equipment repair is available for a period of at least 5 years after the end of production of a given model and that users are informed about the guaranteed availability of spare parts. This clause shall not apply in the case of unavoidable and temporary circumstances that are beyond manufacturer's control such as a natural disaster.

Required documentation for Assessment and verification

- The applicant shall declare to the competent body the guarantee of repairs and supply of spare parts and provide samples of the product information sheet and warranty terms to the awarding competent body. - [Declaration 15 Warranty, guarantee of repairs and supply of spare parts](#)
- The applicant can also make available spare parts for its product, free of charge or at a cost, via third parties.

⁸OJ L 365, 31.12.1994, p. 10.



Criterion 15. User Information

The applicant shall inform the user, in all the languages of the countries in which the product is marketed, as follows:

(a) Environmental relevance of paper consumption

The following message shall be included in the instruction manual of the product:

‘The main environmental impacts of this product along its life cycle are related to the consumption of paper. The less paper is used the lower the overall life cycle environmental impacts. It is recommended to apply double side printing and make use of the function of multiple page printing in one paper sheet.’

(b) Noise

When the measured A-weighted sound power level of the device exceeds 63,0 dB(A), the following message shall be included in the instruction manual of the product:

‘This device has noise emissions LWAd higher than 63,0 dB(A) and is not suitable for use in rooms where people do primarily intellectual work. This device should be placed in a separate room because of its noise emission’.

(c) Ink and toner cartridges:

the following message shall be included in the instruction manual of the product:

‘The cartridges of this equipment are designed for reuse. It is recommended to reuse the cartridge as this is saving resource.

In addition, the cartridge ink yield and the yield of number of printouts shall be clearly written on the packaging of the recommended for use (OEM) cartridge.

Criterion 15(c) is not applicable to cartridge free imaging equipment.

(d) A guide shall be provided with instructions on how to maximise the environmental performance of the particular imaging equipment (covering paper management functions, energy efficiency functions, waste management of the product and of any consumables such as ink and/or toner cartridges) in written form as a specific part of the user manual and in digital form accessible via the manufacturers website. Such specific part of the user manual shall also include information on the percentage of total recycled and reused content by mass of the product.

(e) Recycled paper:



the following message shall be included in the instruction manual of the product:

‘This product is capable of processing recycled paper made of 100 % post-consumer paper’

Required documentation for Assessment and verification

- A declaration signed by the manufacturer declaring compliance with those requirements and evidence of the required user information in the form of a copy of the booklet or manual where the information is presented shall be provided by the applicant to the awarding competent body. - [Declaration 16 User information](#)
- A copy of the instruction manual shall be supplied to the awarding competent body.
- This manual shall be available for free access on the manufacturer’s website.

Criterion 16. Information appearing on the EU Ecolabel

Optional label with text box shall contain the following text:

- (a) Designed for efficient paper management
- (b) High energy efficiency
- (c) Minimised use of hazardous substances

The guidelines for the use of the optional label with the text box can be found in the ‘Guidelines for the use of the EU Ecolabel logo’ on the website:

http://ec.europa.eu/environment/ecolabel/documents/logo_guidelines.pdf

Required documentation for Assessment and verification

- The applicant shall provide a sample of the imaging equipment showing the label
- The applicant shall provide a declaration of compliance with this criterion.- [Declaration 17 Information appearing on the EU Ecolabel](#)



Part C Application forms

Application for an EU Ecolabel under Regulation (EC) No 66/2010 of the European Parliament and of the Council of 25 November 2009 on the EU Ecolabel.

See above in the section on **Where to apply?**

to know where you have to send your EU Ecolabel application.

Application fee

An invoice will be sent when the application and the attached declarations are received. Before the application can be processed, the applicant must pay the application fee relevant for the company. Please refer to the section for fees.



APPLICATION FORM 1

Information on the applicant

Applicant's full name and address:	
Contact Person:	Position:
Phone:	Fax:
Email:	Website:
VAT number:	If relevant, existing license No:

Fill in, where relevant:

- Manufacturer
- Importer
- Service provider
- Wholesaler
- Retailer

Date:

Company name:

Version 1.0



Imaging Equipment – Commission Decision 2013/806/EU

Company stamp:

Responsible person's signature:



APPLICATION FORM 2

Information on the product

1. Product group

.....

2. Designation and specification of the product(s), including registered name(s) and article number(s):

.....

3. Name and address of manufacturing site(s) (if different from above):

.....

4. In case the product is made outside the European Economic Area market (European Union plus Iceland, Lichtenstein and Norway), please confirm that it has been or will be placed on the market in [insert name of country where application is received]

.....

5. Other EU countries in which this product is sold (if sold under different names, please state names to be registered):

.....

6. Rough estimate of annual number of EU Ecolabel articles produced (please specify number of items):

.....

7. Rough estimated value of annual sales, excluding VAT, in the European Economic Area (i.e. the European Community plus Norway, Iceland and Liechtenstein) of the product at ex-factory prices in € or [*insert local currency if applicable*]:

.....

Date:

Company name:

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Company stamp:

Responsible person's signature:



APPLICATION FORM 3

Information on the application

1. Is this the first application for the EU Ecolabel for the product(s) specified above:

Yes... No...

If no, please state when and where the first application was made, and with what outcome:

.....
.....

2. Please indicate if an application for the same product has been successful under other environment label schemes (e.g. the Nordic Ecolabel or Blue Angel):

.....
.....

Date:

Company name:

Company stamp:

Responsible person's signature:



APPLICATION FORM 4

Applicant's undertakings

As the applicant for an EU Ecolabel, I hereby declare that:

I understand and accept the provisions of Regulation EC No. 66 / 2010 on the EU Ecolabel scheme, and in particular Article 6, paragraph 6, which states that the EU Ecolabel may not be awarded to goods containing substances or preparations/mixtures meeting the criteria for classification as toxic, hazardous to the environment, carcinogenic, mutagenic or toxic for reproduction (CMR), in accordance with Regulation (EC) No 1272/2008 of the European Parliament and of the Council of 16 December 2008 on classification, labelling and packaging of substances and mixtures [11], nor to goods containing substances referred to in Article 57 of Regulation (EC) No 1907/2006 of the European Parliament and of the Council of 18 December 2006 concerning the Registration, Evaluation, Authorisation and Restriction of Chemicals (REACH), establishing a European Chemicals Agency. (Note that article 7 enables the Commission to adopt measures to grant derogations from paragraph 6 under certain conditions);

I undertake to ensure that the product complies with the EU Ecolabel criteria at all times and to notify [*insert name of Competent Body*] immediately of any significant modification to it or to the production processes.

I take responsibility for the correct and proper use of the EU Ecolabel logo.

Date:

Company name:

Company stamp:

Responsible person's signature:



Part D Declarations

Declaration 1

Declaration used to set fees for the EU Ecolabel

cf.

Commission Regulation (EU) No 782/2013 of 14 August 2013 amending Annex III to Regulation (EU) No 66/2010 of the European Parliament and of the Council on the EU Ecolabel.

All questions below have to be answered before handling of the application can begin.

Is the company a micro sized company as defined in the Commission's Recommendation 2003/361/EC - i.e. under 10 employees and an annual turnover or total annual balance not exceeding 2 million Euro?

Yes... No...:

Is the company a small or medium sized company as defined in the Commission's Recommendation 2003/361/EC – i.e. under 250 employees and an annual turnover not exceeding 50 million Euro or total annual balance not exceeding 43 million Euro?

Yes... No...:

Is the company situated in a developing country (as defined in the OECD's Development Assistance Committee's list of countries receiving development aid)?

Yes... No...:

Is the company registered under EMAS and/or certified under ISO 14001 and has the company in its environmental policy, committed to maintain compliance of its products with the EU Ecolabel product group criteria throughout the contract's period of validity?⁹

Yes... No...:

Date:

⁹ If confirmed the company must send a copy of the annual affirmative environmental statement (EMAS) or valid ISO 14001 certificate and copy of the companies environmental policy and objectives (ISO 14001) in connection with the application and information on the annual turnover.



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Company name:

Company stamp:

Responsible person's signature:



Declaration 2

Availability of N-up printing

Product name	
Area of application	
Producer	

Imaging equipment offer as a standard feature the capability to print and/or copy two or more pages of a document on one sheet of paper when the product is managed by original software provided by the manufacturer. Yes... No...

Date:

Company name:

Company stamp:

Responsible person's signature:



Declaration 3

Duplex printing

Product name	
Area of application	
Producer	

Imaging equipment with a maximum operating speed for monochrome printing and/or copying of 19 images per minute (ipm) or more for A4 size paper is equipped with an automatic double-side print/copy unit. Yes... No...:

The duplex printing and/or copying function is set as default in the original software provided by the manufacturer. Yes... No...:

For the devices receiving a printing order from a computer, a message is formulated by the manufacturer and displayed on the computer screen of the user when the default setting is changed into one-side printing. The content of this message highlight the fact that one-side printing mode will contribute to significantly higher environmental impacts than double-side printing.

Yes... No...:

Date:

Company name:

Company stamp:

Responsible person's signature:

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Declaration 4

Use of recycled paper

Product name	
Area of application	
Producer	

Imaging equipment is capable of processing recycled paper made of 100 % post-consumer paper that meets the requirements of EN 12281:2002. Yes... No...

Date:

Company name:

Company stamp:

Responsible person's signature:



Declaration 5

Energy efficiency

Product name	
Area of application	
Producer	

The energy consumption of the product fulfils the energy efficiency requirements of Energy Star v.2.0¹⁰ criteria for imaging equipment Yes... No...

Date:

Company name:

Company stamp:

Responsible person's signature:

¹⁰ <https://energystar.gov/products/specs/node/148>



Declaration 6

Power consumption in a condition providing ‘networked standby’

Product name	
Area of application	
Producer	

(i) The power consumption of equipment with HiNA functionality, in a condition providing networked standby into which the equipment is switched by the power management function, or a similar function, does not exceed 3,00 W; Yes... No...

(ii) The power consumption of other networked equipment in a condition providing networked standby into which the equipment is switched by the power management function, or a similar function, does not exceed 1,50 W; Yes... No...

(iii) Networked equipment that has one or more standby mode(s) complies with the requirements for these standby mode(s) when all network ports are disconnected or, for wireless network ports, the network ports are deactivated; Yes... No...

(iv) The power consumption limits as stipulated at points (i) and (ii) above does not apply to large format printing equipment and to printing equipment with a power supply of a rated power larger than 750 W. Yes... No...

Date:

Company name:

Company stamp:

Responsible person’s signature:

Version 1.0



Declaration 7

Restriction on indoor emissions

Product name	
Area of application	
Producer	

In the use phase the product does not emit the air pollutants listed in Table 4 in amounts higher than the maximum emission rates. Yes... No...

Table 4 Maximum emission rates for air pollutants

Maximum emission rate in mg/h,			
		Monochrome printing	Colour Printing
Ready mode	TVOC**	1 (Desktop products)	1 (Desktop products)
		2 (Floor-mounted equipment (Volume >250 litres)	2 (Floor-mounted equipment, Volume > 250 litres)
Printing mode (Sum of Ready + Printing mode)	TVOC**	10	18
	Benzene	< 0,05	< 0,05
	Styrene	1,0	1,8
	Not identified single VOC substances**	0.9	0.9



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	Ozone *	1,5	3,0
	Dust*	4,0	4,0

(*) Only for electro-graphic (EP)-printing.

(**) The list of the ‘identified VOCs’ in the measuring method is provided in Blue Angel Ral UZ 171 of July 2012, Annex S-M Chapter 4.5.

All the maximum emission rates set out in Table 1 shall be measured in accordance with the requirements described in Blue Angel RAL UZ 171 of July 2012¹¹.

Date:

Company name:

Company stamp:

Responsible person’s signature:

¹¹ http://www.blauer-engel.de/en/products_brands/vergabegrundlage.php?id=259



Declaration 8

Noise emissions

Product name	
Area of application	
Producer	

The noise emission is rated by the declared A-weighted sound power level depending on printing speed per minute given in dB with one decimal place accuracy (or in B with two decimal places accuracy).

a) The requirement for the limit for the A-weighted sound power level limit value – for monochrome printing

For monochrome printing — the A-weighted sound power level limit value $L_{WAd,lim,bw}$ is determined depending on the operating speed S_{bw} given with one decimal place accuracy according to the following formula:

$$L_{WAd,lim,bw} = 37 + 20 * \log(S_{bw} + 8) \text{ dB}$$

$L_{WAd,lim,bw}$ = A-weighted sound power level limit for monochrome printouts given in dB

Yes... No...

b) The requirement for the limit for the A-weighted sound power level limit value – for colour printing

For colour printing — the A-weighted sound power level limit value $L_{WAd,lim,co}$ is determined depending on the operating speed S_{co} given with one decimal place accuracy according to the following formula:

$$L_{WAd,lim,co} = 38 + 20 * \log(S_{co} + 8) \text{ dB}$$

$L_{WAd,lim,co}$ = A-weighted sound power level limit in dB for colour printouts



Yes... No...

c) The requirement for the upper limit for the A-weighted sound power level - – for monochrome and colour printing

In addition, for both monochrome and colour printing — the A-weighted sound power level limit value $L_{WAd,lim,bw}$ and $L_{WAd,lim,co}$ does not exceed an upper limit of 75,0 dB:

$$L_{WAd,lim,bw} < 75,0 \text{ dB}$$

$$L_{WAd,lim,co} < 75,0 \text{ dB}$$

For serial electrophotographic colour devices with $S_{co} \leq 0,5 S_{bw}$ the sound power level is determined and indicated. For assessment purposes compliance with $L_{WAd,lim,bw}$ for monochrome printouts with printing speed S_{bw} shall be considered exclusively.

Yes... No...

Date:

Company name:

Company stamp:

Responsible person's signature:



Declaration 9

Declaration form Hazardous substances and SVHC

Manufacturer's declaration

Hazardous substances and SVHC

Product name	
Area of application	
Producer/Supplier	

Criterion 7 (a)

I/We as the Person(s) responsible for manufacture of the product, declare that none of the substances and mixtures contained in the product in concentration of which equals or exceeds 0,1 % by weight of the final product meets the criteria for classification with one or more of the risk/hazard phrases listed in Criterion 3(a) of the Decision 2012/250/EU in the form these substances are present in the product; with the exception of substances/components derogated from this requirement (see below).

Yes No

Derogations

The following ingoing substances and components are covered by derogations. Does your product contain one of the following ingoing substances (please mark them below)?

- Nickel in stainless steel of all types other than of high-sulphur grades ($S > 0.1\%$)
- 2-(2H-benzotriazol-2-yl)-4-(1,1,3,3,-tetramethylbutyl)phenol CAS 3147-75-9
- Tetramethylbutyl)phenol CAS 3147-75-9

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(1-methylethylidene)di-4,1-phenylene. Tetraphenyl diphosphate (BDP) CAS 5945-33-5 and CAS 181028-79-5 when it is used as pure and not with technical quality of equal or less than 90 % BDP

Criterion 7(b)

I/We as the Person(s) responsible for manufacture of the product, declare that on the date of application none of the ingoing substances present in the product in concentrations > 0.010%.are substances of very high concern included in the list foreseen in Article 59 of Regulation (EC) No 1907/2006.

Date:

Company name:

Company stamp:

Responsible person's signature:



Declaration 10

Mercury in light sources

Product name	
Area of application	
Producer	

Mercury or its compounds are not intentionally added to light sources used in imaging equipment.

Yes... No...

Date:

Company name:

Company stamp:

Responsible person's signature:



Declaration 11

Design for disassembly

Product name	
Area of application	
Producer	

We demonstrate that the imaging equipment is easily dismantled by professionally trained personnel using the tools usually available to them, for the purpose of repairs and replacements of worn-out parts, upgrading older or obsolete parts, and separating parts and materials, ultimately for recycling or reuse. Yes... No...

Date:

Company name:

Company stamp:

Responsible person's signature:



Declaration 12

Design for recycling and/or reuse of toner and/or ink cartridges

Product name	
Area of application	
Producer	

The products accept remanufactured toner and/or ink cartridges. Yes... No...:

The products are designed for taking reuse of toner and/or ink cartridge into consideration.

Yes... No...:

The design of the cartridge recommended by the manufacturer (OEM) for use in the product promotes its durability. Devices and practices that would prevent its reutilisation (sometimes referred to as anti-reutilisation devices/practises) are not present or applied. This requirement does not apply to imaging equipment that is not using cartridges. Yes... No...:

Date:

Company name:

Company stamp:

Responsible person's signature:



Declaration 13

Toner and/or ink cartridge take-back requirement

Product name	
Area of application	
Producer	

The applicant offers to users a take-back system for the return, in person or by shipment, of toner and/or ink modules and toner and/or ink containers supplied or recommended by the applicant for use in the product, in order to channel such modules and containers to reuse and/or material recycling with preference given to reuse. This also applies to residual toner containers.

Yes... No...:

Are third parties subcontracted to perform this task and they shall be provided with instructions for proper handling of residual toner Yes... No...:

Non-recyclable product parts are properly disposed. Modules and containers are taken back free of charge by the return facility named by the applicant. The product documents includes detailed information on the return system. Yes... No...:

Date:

Company name:

Company stamp:

Responsible person's signature:



Declaration 14

Substances in ink and toners

Product name	
Area of application	
Producer	

(a) No substances are added to toners and inks (including solid inks) supplied or recommended by applicant for use in the product which contain mercury, cadmium, lead, nickel or chromium-VI-compounds as constituents. High molecular weight complex nickel compounds as colorants are exempted. Production-related contaminations by heavy metals, such as cobalt and nickel oxides are kept as low as technically possible and economically reasonable. Yes... No...

(b) Azo colorants that might release carcinogenic aromatic amines appearing on the list of aromatic amines according to Annex XVII to Regulation (EC) No 1907/2006, are not be used in toners and inks supplied or recommended by the applicant for use in the product. Yes... No...

(c) Are substances which are listed as so-called existing substances in Annex II to Commission Regulation (EC) No 2032/2003¹² added as active biocides to inks supplied or recommended by the applicant for use in the product. Yes... No...

Date:

Company name:

Company stamp:

Responsible person's signature:

¹²OJ L 307, 24.11.2003, p. 1.



Declaration 15

Packaging

Product name	
Area of application	
Producer	

a) Where cardboard boxes are used for the final packaging, they are made of at least 80 % recycled material. Yes... No...

b) Where plastic bags are used for the final packaging, they are made of at least 75 % of recycled material or they shall be biodegradable or compostable, in agreement with the definitions provided by the EN 13432 or equivalent. Yes... No...

Date:

Company name:

Company stamp:

Responsible person's signature:



Declaration 16

Warranty, guarantee of repairs and supply of spare parts

Product name	
Area of application	
Producer	

a) The applicant provides a guarantee (or warranty) for repair or replacement of minimum 5 years.

Yes... No...:

b) The applicant ensure that a supply of spare parts and necessary infrastructure for equipment repair is available for a period of at least 5 years after the end of production of a given model and that users are informed about the guaranteed availability of spare parts. This clause does not apply in the case of unavoidable and temporary circumstances that are beyond manufacturer's control such as a natural disaster.

Yes... No...:

Date:

Company name:

Company stamp:

Responsible person's signature:



Declaration 17

User Information

Product name	
Area of application	
Producer	

I/We as the Person(s) responsible for manufacture of the product declare that User information meets the following requirements:

The applicant informs the user, in all the languages of the countries in which the product is marketed, as follows:

(a) Environmental relevance of paper consumption

The following message is included in the instruction manual of the product:

‘The main environmental impacts of this product along its life cycle are related to the consumption of paper. The less paper is used the lower the overall life cycle environmental impacts. It is recommended to apply double side printing and make use of the function of multiple page printing in one paper sheet.’

Yes... No...:

(b) Noise

When the measured A-weighted sound power level of the device exceeds 63,0 dB(A), the following message is included in the instruction manual of the product:

‘This device has noise emissions LWAd higher than 63,0 dB(A) and is not suitable for use in rooms where people do primarily intellectual work. This device should be placed in a separate room because of its noise emission’.

Yes... No...:

(c) Ink and toner cartridges:

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The following message is included in the instruction manual of the product:

‘The cartridges of this equipment are designed for reuse. It is recommended to reuse the cartridge as this is saving resource’.

Yes... No...:

In addition, the cartridge ink yield and the yield of number of printouts is clearly written on the packaging of the recommended for use (OEM) cartridge.

Criterion 15(c) is not applicable to cartridge free imaging equipment.

(d) A guide is provided with instructions on how to maximise the environmental performance of the particular imaging equipment (covering paper management functions, energy efficiency functions, waste management of the product and of any consumables such as ink and/or toner cartridges) in written form as a specific part of the user manual and in digital form accessible via the manufacturers website. Such specific part of the user manual also includes information on the percentage of total recycled and reused content by mass of the product.

(e) Recycled paper:

The following message is included in the instruction manual of the product:

‘This product is capable of processing recycled paper made of 100 % post-consumer paper’

Yes... No...:

Date:

Company name:

Company stamp:

Responsible person’s signature:

Version 1.0



Declaration 18

Information appearing on the EU Ecolabel

Product name	
Area of application	
Producer	

I/We as the Person(s) responsible for manufacture of the product declare that User information meets the following requirements:

The optional label with text box contains the following text:

- (a) Designed for efficient paper management
- (b) High energy efficiency
- (c) Minimised use of hazardous substances

The guidelines for the use of the optional label with the text box can be found in the ‘Guidelines for the use of the EU Ecolabel logo’ on the website:

http://ec.europa.eu/environment/ecolabel/documents/logo_guidelines.pdf

Yes... No...

Date:

Company name:

Company stamp:

Version 1.0



Imaging Equipment – Commission Decision 2013/806/EU

Responsible person's signature:



Part E Check-list

MANUFACTURER'S CHECK-LIST	
This checklist summarises the documentation to be provided for each criterion. This check-list must be completed by the applicant.	
<ul style="list-style-type: none"> 📄 Declaration used to set fees for the EU Ecolabel – DECLARATION 1 signed by the producer 	Yes <input type="checkbox"/> No <input type="checkbox"/>
Criterion 1 Availability of N-up printing	
Documents to be submitted to the Competent Body:	
<ul style="list-style-type: none"> 📄 An explanation as to how users can access the printing of two or more pages on one sheet of paper. 	Yes <input type="checkbox"/> No <input type="checkbox"/>
<ul style="list-style-type: none"> 📄 DECLARATION 2 signed by the producer 	Yes <input type="checkbox"/> No <input type="checkbox"/>
Criterion 2 Duplex printing	
Documents to be submitted to the Competent Body:	
<ul style="list-style-type: none"> 📄 A declaration of the speed for monochrome printing and an explanation as to which message and where and when such message for devices receiving a printing order from computer, is displayed to users 	Yes <input type="checkbox"/> No <input type="checkbox"/>
<ul style="list-style-type: none"> 📄 DECLARATION 3 signed by the producer 	Yes <input type="checkbox"/> No <input type="checkbox"/>
Criterion 3. Use of recycled paper	
Documents to be submitted to the Competent Body:	
<ul style="list-style-type: none"> 📄 DECLARATION 4 signed by the producer 	Yes <input type="checkbox"/> No <input type="checkbox"/>
Criterion 4 Energy efficiency	
Documents to be submitted to the Competent Body:	
<ul style="list-style-type: none"> 📄 A test report with the results of the energy efficiency test according to the methods specified in Energy Star. 	Yes <input type="checkbox"/> No <input type="checkbox"/>
<ul style="list-style-type: none"> 📄 Energy Star v.2.0 labelled products are deemed to comply with the requirements of this criterion and the applicant shall submit a copy of the Energy Star registration form. 	Yes <input type="checkbox"/> No <input type="checkbox"/>



DECLARATION 5 signed by the producer	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Criterion 5. Restriction on indoor emissions		
Documents to be submitted to the Competent Body:		
The testing laboratory performing the test shall be accredited according to EN ISO/IEC 17025. The applicant shall attach a copy of the valid accreditation certificate of the test laboratory.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
DECLARATION 6 signed by the producer.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Criterion 6. Noise emissions		
Submit a test report containing the results of the A-weighted sound power according to the methods specified in ISO 7779 3rd edition (2010).	Yes <input type="checkbox"/>	No <input type="checkbox"/>
The testing laboratory performing the test must be accredited according to EN ISO/IEC 17025 as well as according to ISO 7779 for acoustic measurements. The applicant shall attach a copy of the valid accreditation certificate of the test laboratory	Yes <input type="checkbox"/>	No <input type="checkbox"/>
DECLARATION 7 signed by the producers.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Criterion 7 Excluded or limited substances and mixtures		
7(a) Hazardous substances and mixtures		
Documents to be submitted to the Competent Body		
DECLARATION 8 signed by the producer and, if appropriate, by the supplier(s)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Summarized information on the relevant characteristics associated to the hazard statements referred to in the above list, to the level of detail specified in section 10, 11 and 12 of Annex II of Regulation (EC) 1907/2006 (Requirements for the Compilation of Safety Data Sheets).	Yes <input type="checkbox"/>	No <input type="checkbox"/>
For substances listed in Annexes IV and V of REACH, exempted from registration obligations under Article 2(7)(a) and (b) of Regulation 1907/2006 REACH, a declaration to this effect.	If applicable, Yes <input type="checkbox"/> No <input type="checkbox"/>	
7(b) Substances listed in accordance with article 59(1) of Regulation (EC) No 1907/2006		



Documents to be submitted to the Competent Body	
<ul style="list-style-type: none"> ☰ DECLARATION 8 signed by the producer and, if appropriate, by the supplier(s) ☰ Copies of relevant Safety Data Sheets for substances or mixtures in accordance with Annex II to Regulation (EC) No 1907/2006 	Yes <input type="checkbox"/> No <input type="checkbox"/> If applicable, Yes <input type="checkbox"/> No <input type="checkbox"/>
Criterion 8. Mercury in light sources	
Documents to be submitted to the Competent Body	
<ul style="list-style-type: none"> ☰ The applicant shall also provide a brief description of the lighting system used. ☰ DECLARATION 9 signed by the producer 	Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/>
Criterion 9. Design for disassembly	
Documents to be submitted to the Competent	
<ul style="list-style-type: none"> ☰ It shall include an exploded diagram, in written or digital form, of the product, labelling the main components as well as identifying any hazardous substances in components ☰ DECLARATION 10 signed by the producer. 	Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/>
Criterion 10. Design for recycling and/or reuse of toner and/or ink cartridges	
<ul style="list-style-type: none"> ☰ The applicant shall provide to the competent body a copy of the user information. ☰ The applicant shall submit instructions on how the cartridge can be remanufactured and/or refilled or provide a proof (i.e. one sample) that cartridges has been remanufactured or refilled following the provided instructions. ☰ DECLARATION 11 signed by the producer and, if appropriate, by the supplier(s) 	Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/>
Criterion 11. Toner and/or ink cartridge take-back requirement	
<ul style="list-style-type: none"> ☰ DECLARATION 12 signed by the producer and, if appropriate, by the supplier(s) 	
Criterion 12. Substances in ink and toners	



<p>☐ A declaration of compliance signed by the ink and toner supplier(s) and copies of relevant safety data sheets about materials and substances shall also be provided to the awarding competent body.</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p>☐ DECLARATION 13 signed by the producer and, if appropriate, by the supplier(s)</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p>Criterion 13. Packaging</p>	
<p>☐ Only primary packaging, as defined in Directive 94/62/EC of the European Parliament and of the Council¹³ is subject to the criterion.</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p>☐ DECLARATION 14 signed by the producer and, if appropriate, by the supplier(s)</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p>Criterion 14. Warranty, guarantee of repairs and supply of spare parts</p>	
<p>☐ The applicant can also make available spare parts for its product, free of charge or at a cost, via third parties.</p>	
<p>☐ DECLARATION 15 signed by the producer and, if appropriate, by the supplier(s)</p>	
<p>Criterion 15 User information</p>	
<p>Documents to be submitted to the Competent Body</p>	
<p>➤ Sample or samples of the user information and/or a link to a manufacturer's website containing this information as part of the application</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p>➤ DECLARATION 16 signed by the producer</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p>Criterion 16 Information appearing on the EU Ecolabel</p>	
<p>Documents to be submitted to the Competent Body</p>	
<p>➤ A sample(samples) of the label or its(their) pdf artwork(s)</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p>➤ DECLARATION 17 signed by the producer</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>

¹³OJ L 365, 31.12.1994, p. 10.

Annex 1 Legal requirements of the Member States of EU

There are several country specific GPP (or Sustainable Public Procurement, according to the country in question) programs that address specifically imaging within the Member States of EU. An indicative summary of the main features GPP schemes is provided in Table 5.

Further information is needed to complete this Annex, which also requires a frequent update in order to ensure the validity of the requirements that it contains.

Table 5: Indicative summary of other GPP/SPP programmes. Not an exhaustive list.

Country	Products	Published documents	Key issues	More information
Austria	<ul style="list-style-type: none"> • Laser printers • Inkjet printers • Photocopiers 	<ul style="list-style-type: none"> • Criteria doc. 	<ul style="list-style-type: none"> • Paper consumption • Energy efficiency • Maintainability 	http://www.nachhaltigebeschaffung.at
Belgium	<ul style="list-style-type: none"> • Printers • Photocopiers • Faxes • Scanners 	<ul style="list-style-type: none"> • Criteria doc. 	<ul style="list-style-type: none"> • Paper consumption (including acceptance of recycled paper) • Energy efficiency • Noise • Product design (including emissions) • Maintainability • Packaging 	http://gidsvoorduurzameaankopen.be/fr
Denmark	<ul style="list-style-type: none"> • Photocopiers • Printers 	<ul style="list-style-type: none"> • Background doc. • Criteria doc. 	<ul style="list-style-type: none"> • Paper consumption • Energy efficiency • Product design (including emissions) • Maintainability 	http://www.miljoevejledninger.dk/
Finland	<ul style="list-style-type: none"> • Photocopiers 	<ul style="list-style-type: none"> • Criteria doc. 	<ul style="list-style-type: none"> • Paper consumption (including acceptance of recycled paper) • Energy efficiency • Noise • Product design (including emissions) • Maintainability • Packaging 	http://www.ymparisto.fi/en-US/Consumption_and_production/Public_procurement
France	<ul style="list-style-type: none"> • Photocopiers • Printers 	<ul style="list-style-type: none"> • Etat Exemplaire: Criteria doc. 	<ul style="list-style-type: none"> • Paper consumption • Energy efficiency • Noise • Packaging 	http://www.developpement-durable.gouv.fr/Etat-exemplaire.34309.html



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Country	Products	Published documents	Key issues	More information
Germany	<ul style="list-style-type: none"> • MFDs • Laser printers • Inkjet printers • Photocopiers 	<ul style="list-style-type: none"> • Tendering recommendation: Criteria doc. 	<ul style="list-style-type: none"> • Paper consumption (including acceptance of recycled paper) • Energy efficiency • Product design (including tonner and ink) • Noise • Packaging • Maintainability 	http://www.umweltbundesamt.de/themen/wirtschaft-konsum/umweltfreundliche-beschaffung
Netherlands	<ul style="list-style-type: none"> • Photocopiers 	<ul style="list-style-type: none"> • Criteria doc. 	<ul style="list-style-type: none"> • Paper consumption • Energy efficiency 	http://www.senternovem.nl/mmfiles/
UK	<ul style="list-style-type: none"> • Ink jet MFDs • Laser MFDs • Laser printers • Scanners 	<ul style="list-style-type: none"> • Criteria doc. 	<ul style="list-style-type: none"> • Paper consumption (including acceptance of recycled paper) • Energy efficiency • Maintainability • Product design • Noise 	http://www.defra.gov.uk/sustainable/government/advice/public/buying/products/