APPLICATION PACK FOR THE ECOLABEL



PART 2: Application form for soaps and shampoos

May 2013

Please fill out:

[**Insert** name of Competent Body and contact details, including address, telephone and fax numbers, e-mail address]

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1 Introduction

This part contains an application form for the Ecolabel for soaps and shampoos.

It is important to look at the criteria document of Commission Decision of xx where the actual criteria that must be fulfilled are listed (see Annex 1).

Products awarded the Ecolabel must also comply with the general provisions of the Regulation. Article 2 of the Regulation states that the label may not be awarded to substances or preparations classified as very toxic, toxic, dangerous to the environment, carcinogenic, toxic for reproduction, or mutagenic in accordance with Council Directive 67/548/EEC or Directive 1999/45/EC of the European Parliament and of the Council, nor to goods manufactured by processes which are likely to significantly harm man and / or the environment, or which in their normal application could be harmful to the consumer.

Part 1 of this application pack describes how the Ecolabel application should be assembled, and the process of assessment to ensure that the product complies with the criteria. Compliance is shown by a mixture of tests and applicant's declarations.

Applicants should complete the following application forms (in black, either typescript or manuscript) and submit paper copies to the Competent Body. The computer program for helping to make the calculations of the various parameters in the ecological criteria is available at the official homepage at http://europa.eu.int.comm/environment/ecolabel/index.htm. Click on 'product groups' and find 'soaps and shampoos'.

Applicants should also provide a technical dossier of laboratory test reports, and send this to the Competent Body, and keep an up-to-date file on their premises to show continuing compliance with the criteria. The dossier should include an illustration of how applicants intend to use the Ecolabel on the product and packaging, so that the Competent Body can satisfy itself that the label will be properly used.



2 Details of applicant and product

Please complete or type in black, and submit in duplicate (as a paper copy, not by e-mail) to the Competent Body	For official use
A. The applicant	
Full name of applicant company:	
Address:	
Contact name, and function:	
Tel no, and fax no:	
E-mail:	
Web-site:	
In what capacity are you applying for the Ecolabel? (manufacturer, importer, service provider, trader or retailer)	

B. The product			
Registered trade name(s) of product or product range:			
Model names (or internal reference numbers) for products to be covered by the label within the product range above:			
Product category:			
Indicate whether the product is specifically marketed towards babies or infants below the age of three:			
Name and address of manufacturing site (if different from above):			
Where the product is made outside the EU, please confirm that it has been or will be placed on the market in the [insert name of Competent Body's country]			
Other EU countries in which this product is manufactured in the same form (please give addresses of manufacturing sites):			
Other EU countries in which this product is sold (if sold under different names, please give names):			
Rough estimate of annual volume of product produced [e.g. 200,000 kg]			
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 £ sterling/ in \in etc., please specify currency).			

C. This application	
Is this the first application for the EU Ecolabel for this product? (if not, when and where was the first application made, and with what outcome?)	
Is this an application to add a new product (that is, with a technical formulation not covered by an existing Ecolabel that you hold) to a licence for a product range already covered by an Ecolabel? (if so, please give details of the existing Ecolabel)	
Please name any other environmental labelling schemes under which the product has already been registered, such as the Nordic Swan:	
The Competent Body will invoice applicants for a non-returnable application fee on receipt of the application. If the application is successful, the Competent Body will invoice the licensee for an annual fee , as explained in paragraph 21 of Part 1 of this pack. It will apply all relevant reductions.	
1. Do you wish to claim a fee reduction as an SME? If so, please provide proof of status.	
2. Do you wish to claim a fee reduction as an applicant in a developing country? If so, please provide proof of status.	
3. Do you wish to claim a fee reduction for EMAS registration or ISO certification? If so, please provide proof of status.	
4. Where the product uses components for which an Ecolabel fee has already been paid, the annual fee will be based on the annual sales of the products after deduction of the cost value of the components. Do you wish to claim a reduction on these grounds? Please provide details if relevant.	

D. Applicant's undertaking (all applicants must sign and date this undertaking)			
As the applicant for an EU Eco-label, I hereby declare that:			
I understand and accept the provisions of Regulation EC No 1980 / 2000 on the EU Ecolabel scheme, and in particular Article 2, which states that the Ecolabel may not be awarded to goods manufactured by processes which are likely to significantly harm man and / or the environment, or which in their normal application could be harmful to the consumer;			
I understand and accept the standard assessment and contract procedures proposed by the Competent Body, and accept its terms during the duration of the contract;			
I undertake to ensure that the product compiles with the Ecolabel criteria at all times and to notify the 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.			
Signed:			
Name in capitals:			
Position in company:			
Date:			

3. Criteria document and product assessment

Technical criteria for soaps and shampoos



ECOLABEL ASSESSMENT REPORT AND CERTIFICATION OF COMPLIANCE

PLEASE READ THE FOLLOWING CAREFULLY

This part of the application form is a record of the assessment of the product against the criteria for ecolabelling as laid out in EC Commission Decision

Commission Decision (of x 200y)

A breakdown of the actual data is not required. The applicant is advised to compile a dossier of data used to demonstrate compliance with each criterion and after application retain it for use in the event of a challenge to the decision on the award of an Ecolabel.

The Guidance Document for the Application for an Eco-Label for soaps and shampoos has been prepared to assist with an application. The applicant is advised to read it thoroughly along with the supplementary notes for guidance, which attached to this Application Form.

1 FIELD OF APPLICATION				
APPLICANT'S DECLARATION				
The Ecolabel can be awarded to soaps and shampoos, which shall comprise all rinse-off products for cleaning human skin and hair as well as for conditioning human hair (hereinafter referred to as 'the product group'). The product group shall cover products for both private and professional use.				
The candidate product is a:				
Consumer product				
Professional / I&I product Please specify:				

2 PRODUCT FORMULATION

The ingredients and the water content of the candidate product <u>must</u> be listed below. If an ingredient (except perfume) consists of more than one chemical compound all individual compound must be listed and the content specified (in % of the product). A material safety data-sheet (MSD) shall be enclosed for all ingredients in the product. The concentration of ingredients in the product, which implies a requirement for documentation of compliance with the ecological criteria, is generally defined at $\geq 0.1\%$ by weight of the preparation. This concentration is defined at $\geq 0.01\%$ by weight of the preparation for the criterion on dangerous, hazardous or toxic substances or preparations.

MANUFACTURER'S DECLARATION

Water content of the candidate product: % (w/w)

Ingredient Trade name Chemical name		Function in product (e.g. surfactant, builder, preservative)	CAS No. (or CI No. or other precise description)	DID Number (if applicable)	Content (wt %)	MSD, Appendix No.
		,	1 /			

2.1	Modification	of the	product
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Once the candidate product has been awarded an Ecolabel, the manufacturer is free to modify the product formulation or packaging so long as compliance with the criteria is maintained.

To cover its contingency, the following declaration <u>must</u> be completed by the manufacturer.

MANUFACTURER'S DECLARATION

I/We as person(s) responsible for manufacturing the candidate product agree to inform the CBs of any changes made to the product, during the entire period of the license, before the changed product is marketed, declaring whether or not the changes to formulation necessitate a new performance test.

I/We understand that if changes to the product formulation or packaging result in a break of compliance with the Ecolabel criteria, then the changed product will no longer be licensed to carry an Ecolabel.

Name	(Block Capitals)	Date:
Signed		
Position		
Company Stamp or Seal		

3 CRITERIA ON SUBSTANCES AND INGREDIENTS, criteria 1-3

3.1 MANUFACTURER'S DECLARATION

The manufacturers detailed calculation shall be enclosed to the application.

Criterion	Result	Unit	Pass criterion
1. Toxicity to aquatic organisms			
Critical Dilution Volume (CDV), per gram of active content.			
Liquid soaps, shampoos, shower products and other liquid cleaning products		L/g AC.	≤ 20 000
Solid soaps		L/g AC.	≤ 3 500
Hair conditioners		L/g AC.	≤ 30 000
Mixed products		L/g AC.	Arithmetic mean
2. Environmental harmful products			
N, R50/53: W _{R50/53} /25 %			≤ 1
N, R51/53: $(W_{R50/53}/2,5\%) + (W_{R51/53}/25\%)$			≤ 1
$R52/53$: $(W_{R50/53}/0,25 \%) + (W_{R51/53}/2,5 \%) + (W_{R52/53}/25 \%)$			≤ 1
3 a. Each surfactant used in the product shall be readily biodegradable	Yes No	No unit	Yes
3 b. Aerobic biodegradability of non-surfactants.			
aNBDO= milligrams of not aerobically degradable non-surfactants pr gram active content			
Liquid soaps, shampoos, shower products and other liquid cleaning products		mg/g AC.	≤ 30
Solid soaps		mg/g AC.	≤ 15
Hair conditioners		mg/g AC.	≤ 50
Mixed products		mg/g AC.	Arithmetic mean

3 CRITERIA ON SUBSTANCES AND INGREDIENTS, criteria 4-8 3.1 MANUFACTURER'S DECLARATION The manufacturers detailed calculation shall be enclosed to the application. Result Pass criterion Criterion Unit 4. Anaerobic biodegradability of toxic ingredients. anNBDO= milligrams of not anaerobically degradable toxic ingredients pr gram active content. Toxic ingredient: Lowest acute toxicity is < 100 mg/l. Liquid soaps, shampoos, shower products mg/g AC. ≤ 25 and other liquid cleaning products Solid soaps mg/g AC. ≤ 15 Hair conditioners ≤ 50 mg/g AC. Arithmetic Mixed products mg/g AC. mean 5. The ingredients comply with the requirements Yes [No unit Yes described in the criterion on fragrances No Product does not contain fragrances Yes \square Not relevant 6. The ingredients comply with the requirements Yes \square described in the criterion on dyes or colouring No unit Yes No agents Product does not contain dyes or colouring Yes \square Not relevant agents 7. Biocides (or preservatives) in the product Yes comply with the requirements described in the No unit Yes No criterion on biocides Product does not contain biocides Yes \square Not relevant 8. The product and the ingredients comply with Yes the requirements described in the criterion on No unit Yes

No

hazardous substances

3.2 New chemicals/additional ingredients

In the case of new chemicals or additional ingredients not listed in the Detergent Ingredients Database list Part A, the applicant must complete the following declaration and enter the summary data in the table in application form 3.2. Copies of the tests-reports shall be sent in.

APPLICANT'S DECLARATION

As responsible for assessing chemicals used that are not listed on the DID list Part A, I declare that the experimental data for the candidate product provided by the manufacturer support the values for Toxicity Factor (TF chronic) and Degradation Factor (DF) that are summarised in the table in Application form 3.2.

Signed	
Name	(Block Capitals)
Date	
Position	
Company Stamp or Seal	

New chemicals/additional ingredients

For ingredients not listed in the Detergent Ingredients Database list Part A, the applicant shall estimate the values of the Toxicity Factor (TF chronic) and Degradation Factor (DF) by use of the 'Procedure for establishing parameter values for ingredients not on the DID-list' (DID list Part B). Relevant documentation in the form of test reports or copy of published data shall be enclosed.

APPLICANT'S DECLARATION **Toxicity** Documentation, Lowest Ingredients DF Appendix No. median NOEC $TF_{chronic}(*)$ (*)

^(*) Normally test results from long-term tests shall be used. If no such test results are available acute toxicity test results may be used. See description in the DID-list part B (Appendix 1).

3.3	Environmentally harmful products
product	2. Classified ingredients (R50, R51, R53) are allowed only in small enough amounts that the does not fulfil the classification limits for environmentally harmful products. This declaration completed by the supplier of each ingredient.
	DECLARATION FROM SUPPLIER OF THE INGREDIENT
	Person(s) responsible for supplying the ingredient, that the ingredient meets the following criteria:
crite Dire will fragi if no ingre of th	ingredient should be evaluated according to the classification or the risk phrases R50-53 and R51-53 as defined in active 67/548/EEC. Any ingredient that has not been evaluated be regarded as having the risk phrase R50-53, except rances, dyes and biological additives that are regarded as R51/53 and data is given. The above requirements shall apply to each edient (substance or preparation) that exceeds 0.01% by weight the final product. This includes also each ingredient of any paration used in the formulation that exceeds 0.01% by weight of final product.
The	ingredient:
Fulf Doe	ils the criteria for classification as R50-53 ils the criteria for classification as R51-53 s not fulfil criteria for classification as R50-53 or R51-53 not been evaluated
these stror harn	re are not enough test results to evaluate the ingredient regarding e risk phrases but the following scientific data and reasoning ngly indicates that the ingredient should not be classified as nful to the environment with one of the mentioned risk phrases. se give a detailed account in an enclosure.
Name .	Date: (Block Capitals)
Signed	
Position	1
Compa	ny Stamp or Seal

3.4 Biodegradability of surfactants	
Criterion 3. All surfactants used in the product must be readily biodegradable conditions.	under aerobic
This declaration <u>must</u> be completed by the surfactant manufacturer unless the DID-list as Readily Biodegradable.	e surfactant is listed in the
DECLARATION FROM THE SURFACTANT MANUFAC	CTURER
Name of ingredient:	
I/We as Person(s) responsible for manufacture of the surfactant, declare that t following criteria:	the surfactant meets the
The surfactant is readily biodegradable.	
Compliance can be demonstrated by referring to the relevant DID-list number on the list or it is not indicated as readily biodegradable, biodegradation tests Documentation can be test report or copy of published data.	
Name (Block Capitals)	Date:
Signed	
Position	
Company Stamp or Seal	

4	Fragrances

Fragrances must fulfil certain requirements. This declaration <u>must</u> be completed by the manufacturer.

FRAGRANCE MANUFACTURER'S DECLARATION

I/We as Person(s) responsible for fragrance manufacture, declare that the candidate product meets the following criteria:

- 5 a) The fragrance have been manufactured, handled and applied in accordance with the code of practise of the International Fragrance Association.
- 8 b) Nitromusks or polycyclic musks have not been added to the fragrance.

The above requirements shall apply to each ingredient (substance or preparation) that exceeds 0.01% by weight of the final product. This includes also each ingredient of any preparation used in the formulation that exceeds 0.01% by weight of the final product.

Name	(Block Capitals)	Date:
Signed		
Position		
Company Stamp or Seal		

5	DYES OR COLOURING AGENTS	
	DECLARATION FROM MANUFACTURER	
	s Person(s) responsible for manufacture	, declare that the
a)	The dye or colouring agent is permitted by Council Directive 76/768/1 products and its amendments.	EEC relating to cosmetic
b)	The dye or colouring agent is not potentially bioaccumulating. Dyes/of for use in foodstuffs will not need to comply with this requirement. In dye/colouring agent is considered to be potentially bioaccumulating if determined (BCF) \leq 100. If no BCF result is available, bioaccumulation by log P_{ow} (log octanol/water partition coefficient). If logPow is \geq 3.0 agent is considered to be potentially bioaccumulating.	this context, a The experimentally on may be demonstrated
Test report or copy of published test data concerning bioaccumulation is attached unless the Colouring agents is approved for use in foodstuffs		
The dye or colouring agents has been approved for use in foodstuffs Yes No		
Name	(Block Capitals)	Date:
Signed		
Positio	n	

	1
6 BIOCIDES	
7a) The product may only include biocides in order to preserve the product dosage for this purpose alone. This does not refer to surfactants, which properties.	
7b) Biocides, either as part of the formulation or as part of any preparation in that are used to preserve the product and are classified as R50-53 or R5 Directive 67/548/EEC and its amendments, are permitted but only if Dioaccumulative. In this context, a biocide is considered to be potentially by P_{ow} (log octanol/water partition coefficient) ≥ 3.0 (unless the experimentally	51-53, in accordance with they are not potentially bioaccumulative if the log
7c) Preservatives must not release substances that are classified in accordance	e with criterion 8a.
DECLARATION FROM THE MANUFACTURER OF THE	BIOCIDE
//We as Person(s) responsible for manufacturing the biocide	declare:
a) The concentration of the biocide appropriate solely for the purpose of product (and not for other purposes like, e.g., disinfection) is the follows:	
b) The biocide: Fulfils the criteria for classification as R50-53 Fulfils the criteria for classification as R51-53 Does not fulfil the criteria for classification as R50-53 or R51-53	
The biocide is not potentially bioaccumulative	
Experimentally determined BCF (if available) Log P _{ow} of the biocide (if BCF is not available):	
c) The preservative does not release any substance classified as Carcinos (Mut) or Toxic to Reproduction (Rep) Class I, II or III, or any of the e Diethylphtalate and Dicyclohexylphtalate.	
Regarding a) A copy of the Material Safety Data Sheet of the preservative is	attached.
Name (Block Capitals)	Date:
Signed	
Position	

7 Environmentally hazardous ingredients - classified substances

Criterion 8a): Certain classified substances shall not be included in the product, either as a part of the formulation or as part of any preparation included in the formulation. This declaration <u>must</u> be completed by the manufacturer.

MANUFACTURER'S DECLARATION

I/We as Person(s) responsible for manufacture, declare that the candidate product meets the following criteria:

The candidate product does not contain compounds which are classified as Carcinogenic (Carc), Mutagenic (Mut) or toxic to reproduction (Rep), Class I, II or III including rules for self-classification in accordance with Directive 67/548/EEC and its amendments or Directive 1999/45/EC and its amendments:

The above requirements shall apply to each ingredient (substance or preparation) that exceeds 0.010% by weight of the final product. This includes also each ingredient of any preparation used in the formulation that exceeds 0.010% by weight of the final product.

A declaration from the supplier of ingredient(s) confirming that the ingredient(s) comply with the above requirements shall be annexed to this form, if the product contains ingredient(s) in the form of mixtures of single chemicals of which the manufacturer has insufficient information (this does not include typical technical surfactants composed of series of homologues).

	Date:
Name (Block Capitals)	
Signed	
Position	
Company Stamp or Seal	

Hazardous ingredients - specified excluded ingredients	
Criteria 8 b) and c): Certain specific ingredients shall not be included in the the formulation or as part of any preparation included in the formulation. completed by the manufacturer.	-
MANUFACTURER'S DECLARATION	
I/We as Person(s) responsible for manufacture, declare that the candidate pro	duct meets the following
criteria: Yes No	
The following ingredients shall not be included in the product, either as part of any preparation included in the formulation:	of the formulation or as
Alkyl phenol ethoxylates (APEOs) and derivatives thereof NTA(nitrilo-tri-acetate) Boric acid, borates and perborates Nitromusks and polycyclic musks, including for example:	
 Musk xylene: 5-tert-butyl-2,4,6-trinitro-m-xylene Musk ambrette: 4-tert-butyl-3-methoxy-2,6-dinitrotoluene Moskene: 1,1,3,3,5-pentamethyl-4,6-dinitroindan Musk tibetine: 1-tert-butyl-3,4,5-trimethyl-2,6-dinitrobenzene Musk ketone: 4'-tert-butyl-2',6'-dimethyl-3',5'-dinitroacetaphenone HHCB (1,3,4,6,7,8-Hexahydro-4,6,6,7,8,8-hexamethylcyclopenta(g)-AHTN (6-Acetyl-1,1,2,4,4,7-hexamethyltetralin) 	2-benzopyran)
The above requirements shall apply to each ingredient (substance or preparately weight of the final product. This includes also each ingredient of any formulation that exceeds 0.01% by weight of the final product.	
d) EDTA (ethylene-diamine-tetra-acetate) and its salts and non-readily biodes only permitted in solid soaps and only in a maximum content of 0,6 mg/s	
The product comply with this criterion	
Yes No	
Name (Block Capitals)	Date:
Signed	
Position	
Company Stamp or Seal	

8 PACKAGING REQUIREMENTS	
MANUFACTURER'S DECLARATION	
I/We as Person(s) responsible for manufacture, declare that the candidate precriteria:	oduct meets the following
9a) The weight/content relationship (WCR) is less that 0,30 g packaging pack	per gram of product
Result of calculation = g packaging/g product	
WCR = Σ ((W _i + N _i) / (D _i x r)) Where; W _i = the weight (in grams) of packaging-component i (this apsecondary packaging), including any labels. N _i = the weight (in grams) of the packaging component that corather than recycled sources (this applies to both primary or secondary packaging component does not contain recycled materia D _i = the weight in grams of product that the packaging-component contain r = the Return number, i.e. the number of times the packaging-component purpose through a system of return or refill (by default r = 1 if no reuse of the packaging is reused r is set to 20 for plastics and 10 for corrugated can document a higher number. 9b) Plastic parts of the primary packaging has been marked in accordance the equivalent (caps and pumps are exempted from this requirement): Yes No	omes from virgin material ondary packaging). If the distance $N_i = W_i$, as, ent i is used for the same ecurs). board unless the applicant i with DIN 6120, Part 2 or
N	Date:
Name (Block Capitals)	
Position	
POSITION	
Company Stamp or Seal	

8.1) Packaging material		
Criterion 9d) Requirements to packaging material.		
DECLARATION FROM MANUFACTURER OF PACKAGING	G MATERIAL	
I/We as Person(s) responsible for manufacture of packaging material, declare that the candidate product meets the following criteria:		
The packaging does not contain additives based on Cadmium, Mercury, Lead or compounds with these elements. The packaging does not contain additives that do not fulfil criterion 8.		
M (DI 1 C 3/1)	Date:	
Name (Block Capitals)		
Signed		
Position		
Company Stamp or Seal		

9 FITNESS FOR USE		
The product's fitness for use must be tested by a laboratory test or consumer test. Fitness for use is defined as the most important quality parameters of the product. A copy of the test report(s) shall be enclosed. The producer's own test is acceptable.		
MANUFACTURER'S DECLARATION		
I/We as Person(s) responsible for manufacture, declare that the candidate product meets the following criteria:		
The product's fitness for use is demonstrated by		
Laboratory test performed by the producer after his own test method: Laboratory test performed by test-institute Description of the test method and test report is enclosed:		
Consumer test according to Appendix I Test report is enclosed		
Name (Block Capitals)	Date:	
Signed		
Position		
Company Stamp or Seal		

10 INFORMATION APPEARING ON THE ECO-LABEL

A sample of the product packaging, including the label, shall be provided to the Competent Body. This declaration must be completed by the manufacturer.

MANUFACTURER'S DECLARATION

I/We as persons(s) responsible for manufacture, declare that the packaging complies with the following criteria:

Box 2 of the eco-label shall contain the following text:

- Minimal impact on aquatic ecosystems
- Fulfils strict requirements regarding health and the environment
- Limits packaging waste

Name (Block Capitals)	Date:
Signed	
Position	
Company Stamp or Seal	

11 EXCLUSION OF INAPPROPRIATE INFORMATION OR ADV	ERTISING CLAIMS
This declaration <u>must</u> be completed by the manufacturer.	
MANUFACTURER'S DECLARATION	
I/We as person(s) responsible for manufacture of the candidate product, advertising claims are in conformity with Directive 2006/114/EC concerning	•
Neither we nor our agents shall use any form of advertising or product cl potential buyer of the product.	aim that would mislead a
Documents justifying the validity and accuracy of any claims made in adv product or on the product packaging about environmental aspects of the cand in the documentation submitted to demonstrate compliance with the EU Ecola	lidate product are included
Name (Block Capitals)	Date:
Signed	
Position	
Company Stamp or Seal	

12	CERTIFICATION OF	COMPLIANCE	WITH ECOLAREI	CRITERIA
14			WILLECOLABLE	

This declaration should be completed by the person responsible for assessing that the candidate product complies with the criteria.

APPLICANT'S DECLARATION				
I/We as responsible for carrying out the assessment required for this application for the EU Ecolabel for soaps, shampoos and hair conditioners, declare that the data and calculation of ingredient and packaging criteria are a true record of the results and that the product				
(Name of Product/Type)				
meets the criteria laid down in the Commission Decision 2007/506/EC establishing the ecological criteria for the award of the Community eco-label to soaps, shampoos and hair conditioners.				
Product Assessed by (Block Capitals)				
Signed				
Position				
Date				
Report Checked by (Block Capitals)				
Signed				
Position				
Date				
Company Stamp or Seal				