

Part E: Checklist

Applicant's Checklist		
This checklist summarises the documentation to be provided for each criterion. This checklist must be completed by the applicant.		
	Mark when done	
Documents to be submitted to the Competent Body:	Included	Does not apply
Part C: Application form (mandatory)		n/a
Criterion 1: Product description		
Documents to be submitted to the Competent Body:	Included	Does not apply
Technical drawings (mandatory)		n/a
Bill of materials for product (mandatory)		n/a
Criterion 2: General hazardous substance requirements		
Documents to be submitted to the Competent Body:	Included	Does not apply
2.1 SVHC declarations (mandatory)		n/a
2.2(a) Applicant declaration for CLP restrictions (mandatory)		n/a
2.2(b) Supplier declaration for solid wood/wood-based panels		
2.2(b) Supplier declaration for plastics		
2.2(b) Supplier declaration for metals		
2.2(b) Supplier declaration for textiles, leather and coated fabric upholstery		
2.2(b) Supplier declaration for upholstery padding material		
Criterion 3: Wood and wood-based materials		
3.1 Sustainable wood		
Documents to be submitted to the Competent Body:	Included	Does not apply
Summary of wood and wood-based materials used in product.		
Relevant chain of custody (CoC) certificates and details of CoC account.		
3.2(a) Contaminants in recycled wood,		
Documents to be submitted to the Competent Body:	Included	Does not apply
Declaration from the applicant		
Supporting declarations from panel supplier and test reports if relevant		
3.2(b) Heavy metals in paints & varnishes and 3.2(c) VOC content in paints and varnishes		
Documents to be submitted to the Competent Body:	Included	Does not apply
Declaration for the applicant		
Safety data sheets and, if relevant, supporting declarations from suppliers		
Safety data sheets / supporting declarations from suppliers and, if relevant, calculations for VOC quantities.		
3.3 Formaldehyde emissions		
Documents to be submitted to the Competent Body:	Included	Does not apply
Declaration from the applicant		
Supporting declarations from panel suppliers and test reports where relevant		
Criterion 4: Plastic parts		
4.1 Marking of plastic parts		
Documents to be submitted to the Competent Body:	Included	Does not apply



Declaration from the applicant with a list of parts >100g		
Where relevant, supporting declarations or SDSs from suppliers or test reports		
4.2 Heavy metals in plastic additives		
Documents to be submitted to the Competent Body:	Included	Does not apply
Declaration from the applicant		
Supporting declarations and/or SDSs from suppliers or test reports		
4.3 Recycled content		
Documents to be submitted to the Competent Body:	Included	Does not apply
Declaration and calculations from the applicant		
Supporting declarations from suppliers and traceability of recyclate deliveries		
Criterion 5: Metals		
5.1 Electroplating restrictions		
Documents to be submitted to the Competent Body:	Included	Does not apply
Declaration from the applicant		
Supporting declarations from suppliers plus test reports in the case of nickel		
5.2 Heavy metals in paints & varnishes used in metal components and 5.3 VOC content		
Documents to be submitted to the Competent Body:	Included	Does not apply
Declaration from the applicant		
Safety data sheets and, if relevant, supporting declarations from suppliers		
Safety data sheets / supporting declarations from suppliers and, if relevant, calculations for VOC quantities		
Criterion 6: Upholstery covering materials		
6.1 Physical quality requirements		
Documents to be submitted to the Competent Body:	Included	Does not apply
Declaration from the applicant		
Supporting declarations from leather / textile fabric / coated fabric suppliers plus copies of relevant test reports or EU Ecolabel certificate for textiles, if applicable.		
6.2 Chemical testing requirements		
Documents to be submitted to the Competent Body:	Included	Does not apply
Declaration from the applicant		
Supporting declarations from leather/ textile fabric/ coated fabric suppliers plus copies of relevant test reports or EU Ecolabel certificate for textiles, if applicable.		
6.3 Restrictions during production processes		
Documents to be submitted to the Competent Body:	Included	Does not apply
Declaration from the applicant		
Supporting declaration(s) from supplier(s) about detergents, surfactants, softeners and complexing agents used during dyeing and finishing, with SDS or test reports.		
Supporting declaration(s) from supplier(s) about the non-use of restricted auxiliaries and solvents during processing of leather/textile fabric/coated fabric.		
Supporting declaration(s) from supplier(s) about the non-use of halogenated carriers, chrome mordant dyes or pigments based on Cd, Pb, Cr(VI), Hg, As or Sb during dyeing and printing processes.		
Supporting declaration(s) from supplier(s) about the non-use of fluorinated compounds to impart a water, dirt and/or stain repellence function, together with SDS of any non-fluorinated alternatives used and test reports if necessary.		
Supporting declaration(s) from leather supplier(s) about average levels of COD and		



total Chromium in tannery effluent and specific water consumption.		
6.4 Cotton and other natural cellulosic seed fibres		
Documents to be submitted to the Competent Body:	Included	Does not apply
Declaration(s) from supplier(s) about minimum organic cotton or IPM content together with supporting evidence.		
Or alternatively, copy of the EU Ecolabel certificate for cotton-based textile fabrics.		
Criterion 7: Upholstery padding materials		
7.1(a) Latex foam – restricted substances		
Documents to be submitted to the Competent Body:	Included	Does not apply
Declaration from the applicant with summary of results		
Supporting declaration(s) from supplier(s) with copies of test reports		
7.1(b) Latex foam – 24 hour VOC emissions		
Documents to be submitted to the Competent Body:	Included	Does not apply
Declaration from the applicant with summary of results		
Supporting declaration(s) from supplier(s) with copies of test reports		
7.2(a) PUR foam – restricted substances and mixtures		
Documents to be submitted to the Competent Body:	Included	Does not apply
Declaration from the applicant with summary of results		
Supporting declaration(s) from supplier(s) with copies of test reports		
7.2(b) PUR foam – 72 hour VOC emissions		
Documents to be submitted to the Competent Body:	Included	Does not apply
Declaration from the applicant with summary of results		
Supporting declaration(s) from supplier(s) with copies of test reports		
7.2(c) Blowing agents		
Documents to be submitted to the Competent Body:	Included	Does not apply
Declaration from the applicant		
Supporting declaration(s) from supplier(s) about the non-use of halogenated blowing agents		
7.3 Other padding materials		
Documents to be submitted to the Competent Body:	Included	Does not apply
Declaration from the applicant		
Supporting declaration(s) from supplier(s)		
Criterion 8: Glass: use of heavy metals		
Documents to be submitted to the Competent Body:	Included	Does not apply
Declaration from the applicant		
Supporting declaration(s) from supplier(s) or copies of test reports in the absence of a suitable supporting declaration.		
In the case of mirror glass, SDS for coating formulations to be provided by supplier		
Criterion 9: Final product requirements		
9.1 Fitness for use		
Documents to be submitted to the Competent Body:	Included	Does not apply
Declaration from the applicant about relevance of criterion 9.1 (mandatory)		n/a
Copies of any relevant test reports according to relevant EN standards		
9.2 Extended product guarantee		
Documents to be submitted to the Competent Body:	Included	Does not apply
Declaration from the applicant together with copy of guarantee text (mandatory)		n/a

9.3 Provision of spare parts		
Documents to be submitted to the Competent Body:	Included	Does not apply
Declaration from the applicant committing to spare part availability (mandatory)		n/a
9.4 Design for disassembly		
Documents to be submitted to the Competent Body:	Included	Does not apply
Declaration from the applicant (mandatory)		n/a
Technical drawings for assembly and disassembly operations (mandatory)		n/a
9.5 VOC emissions		
Documents to be submitted to the Competent Body:	Included	Does not apply
Declaration from the applicant stating relevance of criterion 9.5 (mandatory)		n/a
Supporting test reports from suppliers or from test commissioned by the applicant		
Criterion 10: Consumer information		
Documents to be submitted to the Competent Body:	Included	Does not apply
Copy of consumer information to be provided with product, highlighting parts which meet the minimum requirements specified in criterion 10. (mandatory)		n/a