



ECOGARANTIE®

SPECIFICATIONS

*Rules and standards for the inspection
and certification of ecological products*

May 2015

This standard is protected by the provisions for Intellectual Property, including the provisions on literary and artistic property and copyright.

These rights are the exclusive property of Probila-Unitrab.

All complete or partial reproduction, by any means whatsoever, not authorized by Probila-Unitrab or assigned is strictly prohibited.

CONTENT

INTRODUCTION	6
THE ECOGARANTIE® SYSTEM	6
1. Objective	6
2. The Ecogarantie® trademark	6
3. Management of the trademark	6
4. Harmonisation at an international level	6
5. Inspection and certification	7
5.1. Addresses of the inspection and certification bodies	7
A. GENERAL PRINCIPLES	9
1. Sustainable methods of preparation and ingredients	9
2. High product safety	11
3. Minimal environmental impact while in use	11
4. Low level of toxicity for water life (ingredient and product)	11
5. Good biodegradability both anaerobic and aerobic without stable metabolites (ingredient and product)	11
6. Limited amount of harmful minerals	11
B. GENERAL NORMS	12
1. Origin of the ingredients	12
2. Nature of the processes used	12
3. Purification criteria for raw materials and semi-manufactured products	13
3.1. Basic principle	13
3.2. Establishing the maximal values	13
4. Positive lists	13
5. Traceability	13
6. Separation from non-ecological products, storage, cleaning and disinfecting	14
7. Packaging	14
7.1. General points	14
7.2. Materials	14
7.3. Mention on the packaging	14
8. Use of the trademark	15
8.1. General points	15
8.2. Use on end products	15
8.3. Use on price lists	16
8.4. Label designing	16

8.5. Promotion and sales.....	16
C. RULES AND PROCEDURES.....	17
1. Operators.....	17
2. Contract	17
3. Fees.....	18
4. Inspection and certification.....	18
4.1. Inspection activities.....	19
4.2. Access to the company.....	19
4.3. Information	19
4.4. Confidentiality	19
4.5. Contractors.....	20
4.6. Sanctions	20
4.7. Appeal.....	20
4.8. Approval of foreign products	20
D. RECOGNITION OF CERTIFICATION BODIES.....	21
E. GLOSSARY	22
APPENDIX 1: LIST OF FOREIGN CERTIFICATION BODIES AND STANDARDS THAT ARE APPROVED BY PROBILA-UNITRAB FOR APPLICATIONS IN COSMETICS AND THAT MIGHT BE APPROVED FOR APPLICATIONS IN WASHING PRODUCTS.	26
APPENDIX 2: LOGO BOOK.....	27
APPENDIX 3: SAMPLE TEXT TO BE INSERTED AT THE BEGINNING OF THE PRICE LIST.....	30

VISION & MISSION

The vision of Ecogarantie®

Ecogarantie®, a Belgian trademark, registered at a Community level for ecological products is a management system and a promotional instrument which guarantees the consumer that a given product bearing the label Ecogarantie® meets strict requirements in terms of ecological quality.

Indeed, Social, Economic and Ecological aspects are taken into account, while respecting both life cycle and the development that meets the needs of the present without compromising the ability of the future generations to meet their own needs.

The mission of Ecogarantie® includes:

1. Helping consumers and companies to identify easily and reliably ecological products. Thereby guaranteeing as much as possible transparency for consumers and companies through clear rules and a complete labelling of the product.
2. Verifying the use of the trademark Ecogarantie® on ecological product. Actually, the ecological quality of a product is more contained in the principle of “*obligatory means*” than in the principle of “*obligatory results*”. The presence of the trademark Ecogarantie® aims at the ecological quality of the product in the field of :
 - Sustainability,
 - Safety,
 - Minimal impact on the environment.
3. Anticipating - in the aim of a continual improvement of the own specifications - the positive evolution of the regulation by defining standards for fields not yet covered by the European regulation.

This can be accomplished through:

- The specifications
- A (good) management of the trademark
- The independent system of inspection and certification

The products

Ingredients and methods of preparation are selected according to their ecological properties and origin.



SPECIFICATIONS

*Rules and standards for the inspection
and certification of ecological products*

INTRODUCTION

INTRODUCTION

THE ECOGARANTIE® SYSTEM

1. Objective

The Ecogarantie® trademark guarantees that the products have been manufactured in an ecological way and controlled as such. The present specifications and their appendixes establish the regulations and norms that need to be followed by the operators who would like to use the Ecogarantie® trademark.

2. The Ecogarantie® trademark

The Ecogarantie® trademark is registered as a Community trade with the Office for Harmonisation in the Internal Market.

3. Management of the trademark

Ecogarantie® trademark is owned and managed by the Association of Organic Processors, Wholesalers and Retailers which represents the interests of the specialized organic food and natural goods sector on a political and economic level, Probila-Unitrab.

Managing the trademark means for instance:

- ◆ Setting the regulations and standards (of the present specifications)
- ◆ Recognizing certification bodies for the use of the trademark
- ◆ Approving the standards of foreign certification bodies
- ◆ Protecting the trademark
- ◆ Promoting the trademark

4. Harmonisation at an international level

Because it aims at a harmonisation of the rules at an international level, Probila-Unitrab defined its standards as a synthesis of the norms developed by the professional associations on natural and/or organic cosmetics or control bodies in France (Ecocert France, Bureau Veritas greenlife and Cosmebio), Germany (BDIH) and United Kingdom (Soil Association).

Cosmetics

For applications in cosmetics, Probila-Unitrab recognises raw materials, semi-manufactured and finished products that conform to the above mentioned foreign specifications (*see appendix 1*).

The operators will provide the related documentation (conformity attest or certificate) to his certification body.

Washing and cleaning products

For applications in washing products, Probila-Unitrab might recognise raw materials and semi-manufactured products that conform to the above mentioned foreign specifications (*see appendix 1*). **The applicant shall submit a complete file to the approval of Probila-Unitrab.**

5. Inspection and certification

Probila-Unitrab approves Belgian certification bodies that take care of the certification as well as the inspection for the trademark Ecogarantie®.

As certification bodies, they are entitled to grant the operators the right to use the Ecogarantie® trademark, and to debar them from further use. As inspection bodies, they inspect the production units on the spot. In the present specifications, these organisations will be called certification bodies. Based on the control report, a certification commission of the certification body will decide on each case of non-conformity with the present specifications.

The certification bodies must have been approved as inspection bodies by the Ministry of Agriculture. At present, Certisys, TÜV Nord Integra bvba and Quality Partner are the three certification bodies approved by the professional organization, Probila-Unitrab.

5.1. Addresses of the inspection and certification bodies

Certisys

Rue Joseph Bouché 57/3
5310 Bolinne
Tel: +32 (0)81 60 03 77
Fax : +32 (0)81 60 03 13

Avenue de l'Escrime 85
1150 Bruxelles
Tel : +32 (0)2 779 47 21
Fax: +32 (0)2 779 47 22

Kantoor Vlaamse
Producenten
K. Maria Hendrikaplein 5-6
9000 Gent
Tel: +32 (0)9 245 82 36
Fax: +32 (0)9 245 82 37

e-mail: info@certisys.eu
www.certisys.eu

TÜV Nord Integra

Statiestraat, 164A
2600 BERCHEM
Tel: +32 (0)3 287 37 60
Fax: +32 (0)3 287 37 61
e-mail: info@tuv-nord-integra.com
www.tuv-nord-integra.com

Quality Partner

Rue Hayeneux 62
4040 Herstal
Tel: +32 (0)4 240 75 00
Fax: +32 (0)4 240 75 10
e-mail: bio@quality-partner.be
www.quality-partner.be



SPECIFICATIONS

*Rules and standards for the inspection
and certification of ecological products*

PART I GENERAL PRINCIPLES AND NORMS FOR ALL OPERATORS

A. GENERAL PRINCIPLES

Producing an environmentally friendly product with natural ingredients of vegetable, animal or mineral origin, which exclude petro-chemicals and its derivatives or chemical and / or toxic components and meet rigorous manufacturing processes so that the final product is not harmful for the environment and consumer health is a good start but insufficient in the vision of Ecogarantie® trademark.

Ecological footprint, from design to end of life or recycling (waste), should also be the lowest possible, human rights within the company but also with stakeholders must be respected and the price should be fair. It's in this way that Ecogarantie® trademark works via technical working groups, in collaboration with professionals and independent certification bodies, in charge of verifying if the Ecogarantie® standards are correctly applied.

Some not compulsory issues which are actually not subject to inspection in the framework of the present standards might exceptionally be listed as "Recommended". Given that the standards are annually revised, these issues can in a near future be mandatory.

The text and all the elements included in the present specifications are binding.

1. Sustainable methods of preparation and ingredients

Socially:

Recommended: basic human rights may be respected or be linked to social justice. Every company who employs more than 10 people must have a social justice policy, will guarantee equal rights and equal treatment to all his employees, without discriminating them on the basis of age, sex, race, philosophical convictions or sexual inclination.

Economically:

Recommended: a company has to be profitable. Fair prices must therefore be paid to suppliers, and consumers must be offered fair prices as well.

Ecologically:

Raw materials and packaging materials will be maximally renewable	See § B.7. of Part I (General principles and norms for all operators) § D of Part II (Cosmetics) § D of Part III (Washing & Cleaning products) § E of Part IV (Air Fresheners)
Origin of ingredients subject to criteria	See § B.1. of Part I (General principles and norms for all operators); § D of Part II (Cosmetics) § D of Part III (Washing & Cleaning products) § D of Part IV (Air Fresheners) § D of Part V (Sea Salt)
Organically grown, if available	See § D of Part II (Cosmetics) § D of Part III (Washing & Cleaning products) § D of Part IV (Air Fresheners) § D of Part V (Sea Salt)
No halogen Chemistry	See § D of Part II (Cosmetics) § D of Part III (Washing & Cleaning products) § D of Part IV (Air Fresheners)
No GMO or GMO techniques in the production chain	See § D of Part II (Cosmetics) § D of Part III (Washing & Cleaning products) § D of Part IV (Air Fresheners)
No animal test on the final product	See § D of Part II (Cosmetics) § D of Part III (Washing & Cleaning products) § F of Part IV (Air Fresheners)
Minimal waste while sourcing the raw materials	Recommended
No amount or limited amount of VOC (Volatile Organic Components)	Recommended
Low input of energy	Recommended
High level of recycling	Recommended
Low emissions	Recommended
Reasonable transport	Recommended

2. High product safety

Recommended: no additional requirements in the present standards, the product must comply with the effective European and Belgian regulation.

3. Minimal environmental impact while in use

Low VOC percentage	Recommended
Low measurement of dose	Recommended
Low water and energy consumption	Recommended
Declaration of ingredients	See § B.7.3. of Part I (General principle and norms for all operators) E.1 of Part II (Cosmetics) E.3 of Part III (Washing & Cleaning products) E.2. of Part IV (Air Fresheners)
Packaging	See § B.7. of Part I (General principle and norms for all operators)
Prescriptions for measurement of dose	Recommended
Refill	Recommended

4. Low level of toxicity for water life (ingredient and product)

See § D.5.² of Part III: *under construction*: not compulsory until further notice

5. Good biodegradability both anaerobic and aerobic without stable metabolites (ingredient and product)

See § D.5.¹ of Part III: *under construction*: not compulsory until further notice

6. Limited amount of harmful minerals

See § D.1.⁴ of Part II (Cosmetics) or Part III (Washing & Cleaning products)

B. GENERAL NORMS

1. Origin of the ingredients

Raw materials

Any vegetable, animal or mineral product, coming in straight line from organic agriculture, if available, harvesting or exploitation, either unprocessed or processed only by means of the physical processes allowed in the present specifications and keeping almost intact its original properties. These raw materials must meet the criteria of the present specifications.

Authorized kinds of raw materials:

- Vegetable products
- Animal products
- Animal secretions
- Minerals
- Sea products
- Gasses

Forbidden raw materials: Petroleum and its derivatives

Semi-manufactured products

Any raw material processed according to the physico-chemical or Microbiological/biotechnological processes authorized in the present specifications, which may sometimes deeply change the original properties. These semi-manufactured products must meet the requirements of the present specifications.

Authorised semi-manufactured products:

- Semi-manufactured products of vegetable origin
- Semi-manufactured products of animal origin
- Semi-manufactured products of mineral origin
- Semi-manufactured products of maritime origin
- Semi-manufactured products obtained through micro-organisms

Strictly restricted semi-manufactured products:

Semi-manufactured products obtained through chemical synthesis are excluded.

The only ones to be authorised are those which cannot be substituted, in the short term, by renewable alternatives and which are necessary for the good working of the end product.

2. Nature of the processes used

Raw materials and semi-manufactured products may only be processed through very specific physical and physico-chemical or microbiological/ biotechnological processes which are recorded in the positive list.

Are only authorised processes which:

- Give good biodegradable molecules.
- Respect the naturally active substances.
- Allow a good management of the waste and the energy consumption.

3. Purification criteria for raw materials and semi-manufactured products

3.1. Basic principle

Raw materials must remain authentic (not chemically processed) and devoid of any kind of contamination. Semi-manufactured products may not be polluted through any form of contamination.

Products have to be devoid of:

- Mycotoxines
- PCB and PCDD/F
- Residues of pesticides (insecticides, fungicides, herbicides, ...)

3.2. Establishing the maximal values

The maximal values in terms of contamination are those of the general regulation. If no maximal value has been established by the general regulation, the detection level will be applied.

4. Positive lists

Positive lists are closed lists; it means that only the ingredients mentioned on these lists are allowed and no other ones. Nevertheless, the fact that an ingredient is mentioned on a positive list does not give a 100% guarantee that the ingredient complies with the present standards as different processes (whose ones not allowed) are sometimes possible to achieve the same result. For the certification of any ingredient, the certification body will make the firm fill in a questionnaire in order to be sure that all the conditions mentioned in the standards are met.

To establish the positive lists, Probila-Unitrab based its decision on different criteria (see further). Addition of new substances is evaluated based on a case-by-case approach. Every new adjunction is discussed during the (yearly) technical working group. In case of contrary positions, Probila-Unitrab takes the final decision.

5. Traceability

The company must be able to prove that it meets the legal regulations in its field of production and ensure a good traceability.

Besides, following procedures must be set up:

- A file per product, containing all the guarantees from the suppliers;
- A program of the risk analyses in order to supplement and verify the guarantees from the suppliers;
- Guarantees concerning the production of raw materials, which may not damage the environment;
- A description of the conformity procedures on end products

6. Separation from non-ecological products, storage, cleaning and disinfecting

Concerning the separation between ecological and non-ecological products as well as the storage of these products, the measures fixed in EC Regulation 834/2007 and its modifications will be applied to ecological products.

The requirements concerning the cleaning and the disinfection of the premises, installations, equipment's and utensils for the manufacturing of Ecogarantie® products are the following: *(under construction, not compulsory until further notice)*

Each product used by the firm will be described in a technical sheet, including the attestation of the supplier as to the composition, conditions for use and security.

In addition, the following products and ingredients are prohibited:

- Formaldehyde
- Products based on genetically modified organisms
- Products based on chlorine or chlorine derived produce
- Ethoxylated products
- Ammonium-based products
- Persistent non-biodegradable compounds

7. Packaging

7.1. General points

Any superfluous form of packaging must be avoided.

Recyclable or reusable packaging must be used whenever possible.

7.2. Materials

Wrapping materials must be of good quality, clean and adapted to the required goal.

As a general rule, we recommend environmentally friendly wrapping materials.

- PVC containers and other forms of plastic containing chlorine are forbidden, except in the case of reusable packaging.
- Expanded polystyrene is forbidden.
- It is forbidden to use CFC's in the production.

The creation of environmentally friendly forms of packaging being in constant and fast evolution, the Probila-Unitrab might impose more severe restrictions according to the type of product.

7.3. Mention on the packaging

Once the operator refers to the ingredients and the organic agriculture, the following rules must be applied:

a) Information about the ingredients

A complete ingredient declaration in common language or with the INCI names must be mentioned on the label.

If the product contains perfumes, this must be mentioned on the packaging.

Washing and cleaning products: the declaration must detail the type of enzymes used (for example protease, lipase).

b) Reference to the organic agriculture

Reference to organic agriculture may be made for agricultural raw materials and semi-manufactured products which conform to the following texts:

- EC Regulation 834/2007 and its modifications
- Ecogarantie® specifications, namely for the conditions regarding the physical and chemical/microbiological processes

The indications referring to organic production methods make it clear that they relate to a method of agricultural production and are accompanied by a reference to the ingredients of agricultural origin concerned unless such reference is clearly given in the list of ingredients.

c) Percentage of organic ingredients

If percentages of organic ingredients are mentioned on the packaging, the operator will communicate the method used for the calculation to the attention of the control body and mention it on the packaging. E.g. the operator will mention if the percentage refers to the total of ingredients or only to the vegetable ingredients.

The labelling refers to the name of the inspection body to which the operator is subject.

Evaluation and control: The applicant will submit to his certification body a sample of the packaging of the product.

8. Use of the trademark

8.1. General points

Products with the Ecogarantie® logo must show the logo in a clear and recognisable way. They must also mention the certification body which took care of the inspection. The ® symbol will always accompany the logo.

8.2. Use on end products

The Ecogarantie® logo may be used on:

- Raw materials and/or
- Semi-manufactured products and/or
- Final products

if they meet the requirements of the present specifications.

Washing and cleaning products: Enzymes are authorised as long as they are not genetically modified or coming from genetically modified micro-organisms.

8.3. Use on price lists

Any company using the Ecogarantie® trademark on its price list must be under contract to Probila-Unitrab. A sample text (**See appendix 3**) has to be inserted at the beginning of the price list in order to introduce the identification system of ecological products. On the price list, a guarantee column will show the specific code across from each product.

If the trademark on the price list refers, solely and without possible mistake, to a specific product carrying the Ecogarantie® trademark, but produced by another company, the company commercialising it does not necessarily have to be under contract.

8.4. Label designing

Companies are allowed to design labels and wrappings if they respect the conditions defined in **appendix 2** (logo book) of the present specifications. They will have to submit their project before printing to the certification body for approval.

8.5. Promotion and sales

Neither the Ecogarantie® logo nor one of its constituent elements may be introduced in the logo of the company, in its letterheads, in its address, in its name or in any other element. Moreover the logo of the company may not be placed next to the Ecogarantie logo.

The names of the products receiving the Ecogarantie trademark must be followed or preceded by the term 'Ecogarantie®' on price lists, catalogues, etc.

On sales invoices and delivery slips, products with the Ecogarantie® trademark will be indicated as Ecogarantie®.

The vehicles of an affiliated company may show the Ecogarantie® logo if the turnover of the company is made exclusively from ecological products as defined in the present specifications, and if the rules about where to place the logo, which are enclosed in the present specifications, are being followed.

Any company using the Ecogarantie® trademark in an advertisement must have a contract with Probila-Unitrab. If in the advertisement the product referred to the Ecogarantie® trademark and has been produced by another company, the company does not necessarily have to be under contract.

C. RULES AND PROCEDURES

1. Operators

We make a distinction between four different categories of operators (selling ecological products) for whom the rules, standards and prices can differ:

Producers

- Producers can produce the following products: vegetables, fruit, herbs, large-scale farming products, milk, eggs, meat, mushrooms, ornamental plants and other vegetable or animal products as well as sea salt. They are also allowed to process and to sell their own products.
- The logo will be used on the labels of crates, on strips or any other identification means used with the products.
- Any farmer processing products that do not come from its own production must be affiliated as a processor.
- Any farmer selling products (by means of home sales or street trading) that do not come from its own production must declare this activity and will be subject to the same rules as the sales outlets (part V).
- **Parts I to V of the present specifications apply to farmers**

Processors, Re-packers

- Processors process ingredients in order to create a new product.
- Re-packers buy products and modify the packaging.
- The logo is written on the packaging / final product.
- Any subcontractor who buys his raw material himself must be affiliated as a processor. If he does not buy the raw material himself, he will be considered as a contractor.
- **Parts I to V of the present specifications apply to processors and re-packers.**

Distributors, importers

- These companies buy and sell products without modifying either the products or their packaging.
- The logo may be used on offers.
- **Only part I of the present specifications apply to distributors and importers.**

Sales outlets

- Selling products to the consumer in a store or on a market.
- The logo may be used on the price tags.
- **Parts I and VI of the present specifications apply to sales outlets.**

2. Contract

Operators are only allowed to use the trademark once they have signed a contract for the use of the trademark with the owner of the trademark or their representatives and are certified according to the present specifications.

3. Fees

Operators pay an annual fee that is made and collected as follows:

For producers

- A charge for the inspection and certification, collected by the certification body.
- A fee for the affiliation to Probila-Unitrab.
- A charge collected by Probila-Unitrab, for the use of the Ecogarantie® trademark and logo on any product in its final packaging, as it will be sold to the consumer.

For processors and re-packers

- A charge for the inspection and certification, collected by the certification body.
- A fee for the affiliation to Probila-Unitrab.
- A charge collected by Probila-Unitrab, for the use of the Ecogarantie® trademark and logo on any product in its final packaging, as it will be sold to the consumers.

For distributors and importers

- A charge for the inspection and certification, collected by the certification body.
- A fee for the affiliation to Probila.

For the sales outlets

- A charge for the inspection and certification, collected by the certification body
- A charge, collected by Probila-Unitrab, for the use of the Ecogarantie® trademark on the turnover made out of the certified products.

The operator is allowed to use the trademark only if he has paid all his fees and charges.

The inspection and certification fee collected by the certification body within the framework of Ecogarantie® only applies to activities that may not be inspected under EC Regulation 834/2007. For activities covered by EC Regulation 834/2007, there will be no inspection and certification fee required for the use of Ecogarantie®.

The prices to be paid for the above-mentioned fees are available at the office of Probila-Unitrab.

4. Inspection and certification

The trademark may only be granted if the production units of the operator have been inspected on the spot by a certification body approved by Probila-Unitrab. Later on, the units will be inspected at least once a year. This inspection can happen at any time. New products may only be introduced on the market once the certification body has given its written authorisation.

The minimal requirements for inspection are those mentioned in title IV of EC regulation 889/2008 but adapted to ecological products. The only adaptation is related to the distributors of pre-packaged products. They are not obliged to submit their activities to the inspection.

4.1. Inspection activities

Inspection may include following activities:

- Inspection of the accounting practices: inspection of the nature and the origin of the products that were purchased, inspection of the natural origin of the ingredients, inspection of the quantities of ingredients that were purchased and of the finished products, based on the purchase and sales invoices, on the offers and price lists, among other documents;
- Inspection of the production method: to establish the composition of the products, to examine the production methods and the materials that were used;
- Inspection of packages and labels;
- Measures taken by the company in order to separate the ecological production from the non-ecological production and to avoid contamination by disinfectants;
- Visit of the production units and warehouses, residue analyses on ingredients and finished products.

4.2. Access to the company

In order for the certification body to conduct its inspection procedures, the company must provide full cooperation. The operator will give any information that the certification body deems necessary to judge the certification. The departments concerned must be freely accessible, and the needed documents will be made available on request. Inspection can be extended to areas in the company that have not switched over to ecological production or to products that are not covered by the Ecogarantie® trademark. The company has to submit samples free of charge to the certification body.

4.3. Information

If modifications have been made to a product that has already been approved, to its composition for instance or to the packaging, these modifications have to be submitted for approval to the certification body before the product can be (re)-introduced on the market.

The operator must inform the certification body on how production differs from specifications. Any project that does not meet standards will have to be approved in written form by the certification body. If the regulation imposes a procedure or conditions for the composition of a product that are not allowed by the present specifications, the operator has to inform the certification body.

It is the responsibility of the operator to prove that his product conforms to the present standards. The operator will provide a complete file to the attention of the certification body and any additional information on request as long as it is necessary for the validation of the product.

4.4. Confidentiality

The certification body promises to respect the confidentiality of the information given in the inspection reports (and, more specifically, of all data concerning the composition of the

products) or in the reports of the certification teams. Only the certification status can be made public by the certification bodies.

4.5. Contractors

Companies are allowed to subcontract part of their activities out to a contractor who will have to submit to the same kind of inspection.

4.6. Sanctions

Any breach of these specifications will be penalized by the certification body according to the level of sanctions as laid down in the Regional Decree of February the 11th, 2010 for Wallonia and of December the 3rd 2009 for Brussels and its modifications. It means for example written warnings, suspension or exclusion of one or more certificates from the operator. Any suspension or exclusion can be made public. These sanctions will be attributed in the framework of the inspection system of the certification bodies.

The operator will have to compensate the owners of the trademark for the damage caused by the breaches. The amount of the fine will be fixed as a lump sum that is identical to the economic profit the operator derived from the breach. The amount of the profit will be established by the certification body, which will also receive the compensation on behalf of the owners. Probila-Unitrab is entitled to require a complementary compensation.

No compensation will be due if the certification body does not deem it necessary.

4.7. Appeal

Any time a decision has been made, operators can appeal against it to the certification body. If the operator does not agree on the treatment of his appeal, he can bring an appeal to the Appeals Board of Probila-Unitrab, whose decision is final and has to be accepted by all parties.

4.8. Approval of foreign products

The following products are allowed to carry the Ecogarantie® logo if they have been certified as ecological by a foreign certification body approved by Probila-Unitrab (see appendix I for more details):

- Non-food products (cosmetics)
- Non-agricultural products (sea salt)

D. RECOGNITION OF CERTIFICATION BODIES

In order to implement a thorough application of the Ecogarantie® specifications, a compulsory control of the operators is necessary. To this end, Probila-Unitrab acknowledges certification bodies according to the following conditions:

- The certification body has to be approved by the competent authorities to carry out controls in the frame of the EC Regulation 834/2007. This implies in particular that the certification bodies have made the necessary steps to obtain the accreditation according the EN 45011 or ISO 65 or ISO 17020 norms. The fact that an approval has been issued in the frame of the EC Regulation 834/2007, offers enough guarantees as for the method of work of the certification bodies, even for application fields which would not be resumed in the EC Regulation 834/2007 but well in the present specifications.
- A constant dialogue between Probila-Unitrab and the recognized certification body is maintained in order to assess the system and to improve it if necessary.
- A communication between the recognized certification body and Probila-Unitrab will be set up as following:
 - From the side of the certification body to Probila-Unitrab:
 - Every 6 months, a list of the controlled and certified companies is transmitted
 - Registered 'decertifications' are transmitted as soon as they come into force
 - From the side of Probila-Unitrab to the certification body:
 - Immediate transmission of the new affiliated member (= signed contract)
 - Every 6 months, transmission of the operators up to date with their Ecogarantie® contributions
 - A contract is drawn up between Probila-Unitrab and the certification body (appendix 8 for this request for proposal)
- Probila-Unitrab judges about the recognition of the certification bodies and is free not to recognise some certification bodies.

E. GLOSSARY

Air fresheners may take different forms:

- **Potpourri:** Essential oils applied on vegetable support that is cultivated or collected from wild plants.
- **Incenses:** Essential oils applied on a wooden support and tree derived products like barks, pine cones...
- **Reed diffuser:** Essential oils dissolved in alcohol and contained in a glass bottle in which wooden sticks are dipped.
- **Atomizer:** Essential oils dissolved in water and/or alcohol in a sprayer.

Animal products

Products from the animal itself and requiring the slaughtering of the animal (examples are: fat, fresh cells, ox gall, collagen ...)

Animal secretions

Products secreted by animals, such as lanoline or milk.

Cosmetics

is defined (see the European Regulation N° 1223/2009) as any substance or mixture intended to be placed in contact with the external parts of the human body (epidermis, hair system, nails, lips and external genital organs) or with the teeth and the mucous membranes of the oral cavity with a view exclusively or mainly to cleaning them, perfuming them, changing their appearance, protecting them, keeping them in good condition or correcting body odour's.

Distributor, importer

Company which buy and sell products without modifying the products or the packaging of the products. Ecogarantie® logo may be used on offers.

By distribution activities, we mean products that you distribute without having made yourself.

Fossils

Products from fossilized organisms, such as lignite, pit coal or petroleum.

Ingredients

As well raw materials as semi-manufactured products.

Mineral

Inorganic salt, component of the earth's crust extracted rather than manufactured.

Mixture

Mixture or solution composed of two or more substances.

Organic products (coming from organic farming) or wild vegetable products:

Products meeting the EC regulation 834/2007

Processor or “**Preparation activities**” we mean the operations of preserving and/or processing of

organic products (including slaughter and cutting for livestock products), as well as packaging, labelling and/or alterations made to the labelling relating to organic production (extract of Regulation 834/2007 on organic production, art 2 i). Here, it goes over products prepared by the company and sold under its name and/or products manufactured under contract and sold under private label and/or products manufactured by subcontractors and sold under the brand company and/or alterations made to the labelling concerning the organic production method.

Raw materials

Vegetable, animal or mineral products, coming from organic, if available, agriculture or obtained by extraction, unprocessed or gained through physical processes, so that the original characteristics have been kept almost intact.

Recyclable

That still has useful physical or chemical properties after serving its original purpose and can, therefore, be reused or remanufactured into additional products. Plastic, paper, glass, used oil, tin and aluminium cans as well as household and industrial waste, after sorting out, are examples of recyclable materials.

Renewable

Can be replaced or replenished, either by spontaneous processes over a short time scale or by human action. Air, water, sun, agricultural products and forests are often considered to be examples of renewable resources. Minerals and fossil fuels are examples of non-renewable resources.

Semi-manufactured products

A product which is obtained through the manufacturing of raw materials, according to physico-chemical and/or microbiological/biotechnological processes and/or chemical synthesis that may sometimes deeply modify the original characteristics, and which is meant to be further processed into a final product.

Substance

Chemical element and its compounds in the natural state or obtained by any manufacturing process, including any additive necessary to preserve its stability and any impurity deriving from the process used but excluding any solvent which may be separated without affecting the stability of the substance or changing its composition.

Washing products involves several product groups all meant for both private and professional use.

The product group “**all-purpose cleaners and cleaners for sanitary facilities**” are composed of following three subgroups:

- a) All-purpose cleaners** comprising detergent products intended for the routine cleaning of floors, walls, ceilings, windows and other fixed surfaces, and which are dissolved or diluted in water prior to use. All purpose cleaners must have water content $\leq 90\%$ (w/w).

- b) **Window cleaners** comprising specific all-purpose cleaners for the routine cleaning of windows, and which are either diluted in water prior to use or used without dilution. All window cleaners must have water content $\leq 95\%$ (w/w).
- c) **Cleaners for sanitary facilities** comprising detergent products intended for the routine removal, including by scouring, of dirt and/or deposits in sanitary facilities, such as laundry rooms, bathrooms, showers, toilets and kitchens. All cleaners for sanitary facilities must have water content $\leq 90\%$ (w/w).

The subgroup specified in point (c) shall also include the following:

- Products which are automatically used when a toilet is flushed, such as 'self-dosing-products', including toilet blocks;
- Products for use in a toilet cistern;
- Products, which have no cleaning effects other than the removal of calcium carbonate (scale);
- Disinfectants.

The product group also covers products for more specific cleaning uses, such as oven cleaners, floor-strippers, polishes, drain cleaners, and so on.

- The product group '**hand dishwashing detergents**' shall comprise 'all detergents intended to be used, to wash by hand, dishes, crockery, cutlery, pots, pans, kitchen utensils and so on'.
- The product group '**detergents for dishwashers**' shall comprise all detergents intended for use exclusively in automatic dishwashers.
- The product group '**laundry detergents**' shall comprise all laundry detergents, in powder, liquid or any other form, for the washing of textiles.
- This list is not comprehensive.



SPECIFICATIONS

*Rules and standards for the inspection
and certification of ecological products*

APPENDIXES

APPENDIX 1: LIST OF FOREIGN CERTIFICATION BODIES AND STANDARDS THAT ARE APPROVED BY PROBILA-UNITRAB FOR APPLICATIONS IN COSMETICS AND THAT MIGHT BE APPROVED FOR APPLICATIONS IN WASHING PRODUCTS.

COSMETICS

Ecocert Greenlife, France

BP 47, 32600 L'Isle Jourdain (France)

Tel : + 33 562 07 34 24

e-mail : cosmetiques@ecocert.com

www.ecocert.com

for the inspection and certification of the following specifications and the related conformity attests for raw materials and semi-manufactured products: **«Ecocert France, Référentiel définissant les produits cosmétiques, écologiques et biologiques » (Cosmebio)**

Bureau Veritas Certification (Qualité France)

Immeuble « le Guillaumet »

60, avenue du Général de Gaulle

92046 Paris La Défense Cedex

Tel : +33 (0) 1 41 97 00 74

e-mail : vanessa.savatte@fr.bureauveritas.com

www.bureauveritas.fr

for the inspection and certification of the following specifications and the related conformity attests for raw materials and semi-manufactured products: **«Ecocert France, Référentiel définissant les produits cosmétiques, écologiques et biologiques » (Cosmebio)**

Soil Association

South Plaza, Marlborough Street, Bristol BS1 3NX, UK

Tel: + 44 117 314 5000

e-mail: proc.cert@soilassociation.org

www.soilassociation.org

for the inspection and certification of the following specifications: **“Soil Association, Standards for Health and Beautycare Products”**

BDIH (Federation of German Industries and Trading Firms for pharmaceuticals, health care goods, dietary supplements and personal hygiene products)

L11, 20-22, D-68161 Mannheim, Germany

Tel: +49 621 309 808 60

e-mail: bdih@bdih.de

www.bdiH.de

for the inspection and certification of the following specifications and the related conformity attests for raw materials and semi-manufactured products: **“BDIH, Guidelines for controlled natural cosmetics”**

SEASALT

CERTIPLANET (PORTUGAL)

for the inspection and certification of the following specifications: **“CERTIPLANET, Cahier des charges SEL »**

APPENDIX 2: LOGO BOOK

CHARTER FOR THE USE OF THE ECOGARANTIE® LOGO

The charter for the use of the Ecogarantie® logo intends to improve the impact of the logo on packages, labels, etc., to stress the presence of the Ecogarantie® label with the public, and to heighten the image conveyed by ecological products.

Processors, distributors, etc. are contractually forced to conform to the rules of the Ecogarantie® trademark.

The authorisation to use the Ecogarantie® trademark only applies to products for which the operator received the explicit authorisation from the certification body.

In order to avoid any possible confusion with their own logos and trademarks, companies that have been granted the Ecogarantie® label have to use the logo in a hexagonal frame, whatever the object:

- Price tag
- Packaging
- Promotional leaflet, etc.

GENERAL RULES

- The Ecogarantie® logo will not be put in direct relation either with the trademark of the product, nor with the logo or name of the company, but with the appellation of the product or with the list of ingredients.
- The certification body will allow exceptions to the above mentioned rule if minimum 95% of the turnover of the company consists in Ecogarantie® certified produce.
- Likewise, it may not be linked to other texts, promotional or other, without prior approval from the certification body. No other logo will be placed in direct relation with the Ecogarantie® logo. Ecogarantie® is a trademark: it must always be written with a capital E and be followed by a ®.
- The Ecogarantie® logo will be preferably positioned to the left of the document or to the left of the appellation of the product, and be surrounded by an empty space of at least one third of its width. (A 15 mm wide logo will be surrounded by a white space of at least 5 mm).



- The logo must be black or in the darkest colour of the document, on a light background. If necessary, the background of the logo will be white or in a light colour (for instance on a transparent package).
- The hexagonal frame is made of two large and dark stripes separated by a thin white line.
- The size of the logo must be big enough to be clearly and immediately identifiable, the word Ecogarantie® remaining easily legible.

- Up to a size of 11 mm, the stamp on the background must carry the text ECOGARANTIE®



- If the size goes down somewhere between 10 and 8 mm, the text ECOGARANTIE® may be placed on top of the stamp. The frame will have a minimal dimension of 8 mm.



- The logo must be easily visible and all associated text fully legible. To ensure this, its diagonal must measure at least 30mm.
- The logo must remain easily visible and all text legible in all circumstances.
- As a derogation to the above concerning logo dimensions, in the case of small product labels (where the diagonal or diameter measures less than 15cm), the minimum size may be reduced, subject to the requirement that the diagonal of the logo must not measure less than 10mm.
- It is strictly forbidden to alter the logo in any way or to change its typography. Only the pass for press previously validated by Probila-Unitrab is to be used.
- The cost of the inspection is assumed by the operator according to a rate list that has been agreed upon with Probila-Unitrab. Price lists are available from the inspection bodies.

INFORMATION AND ADDITIONAL TERMS

- Additional terms, such as CONTROLE CERTISYS, CONTROLE TÜV NORD INTEGRA, will be mentioned under the Ecogarantie® logo, the font HELVETICA (or some other assimilated font – Universe, Geneva, etc. sans-serif) will be used. These terms will be placed eventually in the list of ingredients.
- The word CONTROLE will be justified over the width of the stamp. CERTISYS and INTEGRA will be centred on the second line. Slightly tight spacing is required between the letters.
- The same apply to de mention BELGIUM.



USE OF THE ECOGARANTIE® COLOURS

The colours mentioned on the graphic charts of Ecogarantie® can be used on the communication tools, provided that such use complies with the categories for which that colours were awarded.



CASES WHEN THE USE OF THE LABEL IS UNAUTHORIZED

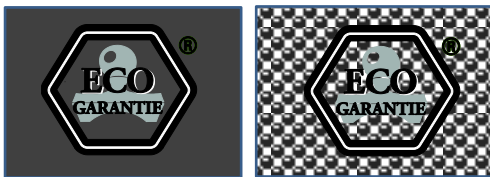
Visual distortion and size of the label



Using near the company logo



Using on coloured background



INSPECTION & APPROVAL BEFORE USE

In order to avoid any further contention, the operators are required to submit for approval to the certification body a proof of any new document (price tags, promotional material, labels, ...) before having it printed.

APPENDIX 3: SAMPLE TEXT TO BE INSERTED AT THE BEGINNING OF THE PRICE LIST

Operator under ECOGARANTIE® convention

In order to give you the necessary assurances as to the origin and processing of our ecological products, our company has signed a convention allowing us to use the Ecogarantie® trademark.

The inspection is carried out by *(name of the certification body)*.

The products meeting the standards of the Ecogarantie® specifications are recognisable from the ECOGARANTIE® trademark.

The following legend is given by way of illustration at the beginning of the catalogue:

- EG - ECOGARANTIE® + Product meeting the requirements of the Ecogarantie® specifications.

For further information:

info@ecogarantie.be or www.ecogarantie.eu



ECOGARANTIE®
SPECIFICATIONS