

# Good Environmental Choice Australia

## Environmental Performance Standard

### Recycled Products



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## USE OF GECA STANDARDS

This standard identifies environmental, quality, regulatory and social criteria that the top products sold in the Australian marketplace can meet in order to be recognised by GECA as “environmentally preferable”.

This standard seeks to set the benchmark for environmentally preferable products. The Australian Ecolabel Program is based on the international standard ISO 14024: "Environmental Labels and Declarations - Guiding Principles" which requires environmental labelling specifications to include criteria that are objective, reasonable and verifiable.

This standard may be used by GECA appointed conformity assessment bodies to verify whether a product fully conforms to the criteria set by this standard. Where a product is certified under the Australian Ecolabel Program, it may display the GECA ecolabel (the “Environmental Choice Australia Mark”) to show that the product has been independently audited and demonstrates conformance with the environmental and social criteria detailed in this standard.

The purpose of voluntary environmental labels and declarations is the communication of verifiable and accurate information for the numerous environmental aspects of goods and services. As required by the Trade Practices Act the information cannot be misleading. Such information encourages the demand for, and supply of, those products that cause less harm to the environment, thereby stimulating the potential for market-driven continuous environmental improvement. Where a company has a product certified as conforming to this standard, it may gain a marketing advantage in government and business procurement programs, as well as greater market recognition in general because of its independently verified environmental attributes.

The principles of life cycle management have been used to set criteria to address relevant environmental loads typical in a product category. As such, this standard may also offer guidance for Australian producers to reduce the environmentally harmful impacts of their product(s). Producers may use the environmental criteria in this standard to design and refine the processing, manufacturing and delivery of their product(s). In addition producers may find other environmental issues and more measures along the product’s life cycle, which are beyond the content of this standard. Producers are encouraged to include and adapt improvements in their environment programs and designs to aim for even better environmental results where technically possible. GECA welcomes feedback where this has been achieved.

While all GECA ecolabelling standards are voluntary, nevertheless they contain criteria that address compliance with specific laws. In addition, a GECA standard may recognise specific Australian Standards. A prerequisite for certification under the GECA ecolabel is to satisfy the relevant Australian or International Standard, where it is required by law. However, Australian Standards typically define “fit-for-purpose” criteria and usually do not provide assurance of environmental preferability. GECA ecolabelling standards go beyond Australian Standards and define an environmental benchmark for the product category.

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# Recycled Products

## DOCUMENT HISTORY

**Status:** CURRENT  
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Versions	Date Published	Summary of Changes
N/A	2007	Merging of several standards and widening of scope.

## HOW TO APPLY FOR GECA CERTIFICATION

Manufacturers or service suppliers interested in GECA certification using the Environmental Choice Australia Ecolabel are encouraged to read carefully through the entire standard and to evaluate whether their products are likely to conform to the standard and to pass the assessment process.

To launch an application, please contact GECA by phone, email or via the GECA website ([www.geca.org.au](http://www.geca.org.au)). The completed application form can be sent to GECA either by mail, fax or email.

After receiving the completed application form and the application fee, GECA refers the verification process to an appointed auditing body. The auditing body contacts the applicant and gives a clear overview of the steps needed to achieve certification for their particular product type.

## STRUCTURE OF THE STANDARD

Each section within this standard contains criteria and Demonstration of Conformance (DoC). The criteria state the requirements for the product and applicant company with respect to its environmental performance. The DoCs list the information required to verify compliance to the criteria. Selected sections also contain introductory text which outlines the purpose behind the criteria or the reason for its inclusion in the standard.

## REQUESTING ADDITIONAL EVIDENCE

Demonstration of Conformance items are listed for each criterion. The GECA approved auditor/s will request additional information to ensure conformance on a case by case basis. Hence, the conformance items listed below are considered a guide to the minimum Demonstration of Conformance items that will be required from the applicant company.



## DEFINITIONS & ACRONYMS

**% w/w:** Percent weight/weight, equivalent to percent by mass.

**APEO:** Alkylphenol ethoxylate and other alkylphenol derivatives.

**Aromatic substance:** In the context of this standard, aromatic substances are chemicals which contain a planar unsaturated ring of atoms that is stabilized by an interaction of the bonds forming the ring. Such compounds are typified by benzene and its derivatives.

**Biodegradable:** Organic substances that decompose in the natural environment due to the action of living organisms.

**CAB:** Conformity Assessment Body as described by GECA's Scheme Rules. CABs are often referred to as 'auditors', however only CABs accredited by JAS-ANZ, to audit against the GECA Scheme, may be used to obtain GECA certification.

**Carcinogenic:** Capable of causing cancer. The International Agency for Research on Cancer is the internationally accepted body for the classification of carcinogenic substances. See <http://www.iarc.fr>

**CAS Number:** Chemical Abstract Service number. Unique CAS numbers are assigned to chemical compounds as a means of identification.

**Demonstration of Conformance (DoC):** Defines sources of evidence acceptable to GECA to demonstrate compliance with each criterion of the standard. An applicant manufacturer must provide documentation to the appointed auditing body in order to demonstrate conformance of its products under assessment. For further information on Demonstration of Conformance requirements see *Appendix A - Evidence of Conformance* at the end of this standard.

**EMS:** Environmental Management System.

**FSC:** Forest Stewardship Council.

**GECA:** Good Environmental Choice Australia Ltd.

**GECA Mark:** The Environmental Choice Australia Mark, the mark awarded to applicants complying with GECA ecolabelling standards after assessment by a GECA appointed auditing body.

**Halogen:** Any element in Group 17 on the periodic table (previously Group VIIA). Halogens include fluorine, chlorine, bromine and iodine.

**Halogenated organic substances / compounds:** A substance containing one or more halogens and one or more carbons.

**Heavy Metal:** Elements including antimony (Sb), arsenic (As), cadmium (Cd), chromium (Cr), cobalt (Co), lead (Pb), mercury (Hg), and tin (Sn).

**IARC:** International Agency for Research on Cancer.

**ISO:** International Organization for Standardization.

**Mutagenic:** Any substance that causes mutations or genetic abnormalities. The criteria for classification of a substance as mutagenic are defined by the National Industry Chemical Notification and Assessment Scheme (NICNAS).

**Packaging:** Materials used for the transport, containment or display of products.

- Primary Packaging constitutes the packaging designed to come into direct contact with the product.
- Secondary Packaging (or group packaging) groups a given number of primary packaging units together into a convenient unit at the point of sale. Secondary packaging typically has one of two roles: it can be a convenient



means to replenish the shelves; or it can group primary packaging units into a package for purchase. It can be removed without affecting the product's properties, and generally defines the unit handled by the retailer.

- Tertiary Packaging (or transport packaging) is designed to ensure damage-free handling and transport of a number of sales or grouped packages. The term "transport packaging" does not include road, rail, ship or air containers. Transport packaging is normally a shipping unit such as an outer case, a pallet, or a crate.

**PEFC.** Programme for the Endorsement of Forest Certification.

**Post-Consumer Material:** Post-consumer material is generated by end-users (including households, businesses, industries and institutions) from products that can no longer be used for their intended purpose. Post-consumer material also includes the return of material from distribution chains.

**Pre-Consumer Material:** Pre-consumer (sometimes also referred to as post-industrial) material is recovered from the manufacturing process before it is sold to end consumers. It excludes the reutilisation of materials such as rework, regrind or scrap generated in a process and capable of being reclaimed within the same process that generated it.

**PREP:** Packaging Recyclability Evaluation Portal. [www.prep.org.au](http://www.prep.org.au).

**Producer / Manufacturer:** For the purpose of this standard these terms comprise both manufacturers of a product as well as service suppliers. These may not necessary be the companies that apply for GECA certification, since certification can also be awarded to retailers of a product. However, for some criteria it is required that the original manufacturer of the product conforms to particular requirements.

**REACH:** Registration, Evaluation, Authorisation and Restriction of Chemicals.  
<http://echa.europa.eu/web/guest/regulations/reach>.

**Recycled Content:** Denotes the proportion of a product that is generated from post-consumer and pre-consumer material.

**SDS:** Safety Data Sheet (formally Material Safety Data Sheet – MSDS). Contains information relating to the composition, classification and risk assessment of the product. To qualify as suitable, the SDS and information therein must not be more the 5-years old.

**Teratogenic:** Any substance capable of causing heritable genetic damage, producing congenital deformations or causing birth defects. The criteria for classification of a substance as teratogenic are defined by the National Industry Chemical Notification and Assessment Scheme (NICNAS).

**VOC:** Volatile Organic Compounds; any organic compound (compound which contains carbon) with a boiling point below 250°C measured at 101.3kPa. VOC content of products will be calculated according to the content of ingredients that fit this definition.



## BACKGROUND

A GECA product standard sets limits for the most material environmental loads attributable to goods and / or services throughout their life cycle. This particular standard seeks to set an environmental benchmark for recycled content products sold in the Australian market. The criteria are used for environmental labelling, implemented by Good Environmental Choice Australia (GECA) as part of the Australian Ecolabelling program. This Standard is voluntary, and after verification, enables certified products to display an environmental label (ecolabel) as implemented by GECA to show it is environmentally preferable.

Recycled content products can make up a core constituent of a large number of consumer and industrial products. Industry has allowed the development of recycling systems for certain products with a comparatively lower level of environmental load compared to virgin materials. These recycled products have appropriate strength and performance characteristics making them suitable for their intended purpose.

The primary purpose of this standard is to define environmental performance criteria for products made from recycled content materials. Recycled products may be environmentally preferable based on reduced demand for virgin materials and reduced amounts of waste going to landfill.

This standard specifies requirements for the minimum quantities of recycled materials by weight in certified products. It also restricts certain other treatments or coatings that would restrict further recycling, and requires the use of resin codes to encourage further post-consumer recycling.



## STANDARD CATEGORY SCOPE

**Criterion 1:** The scope of this standard is applicable to products that are manufactured partially or fully from recycled<sup>1</sup> content products and sold on the Australian market.

The standard is applicable to the following categories of recycled/reused content products:

- Glass<sup>2</sup>
- Plastics
- Rubber
- Timber
- Fill and foundation materials such as sand and gravel

A minimum of 50% of the product by weight must be made up of one of, or a combination of, these materials. This, or these, material/s must be used to show compliance to Criterion 3.

Other products that do not fit the above categories may be considered for certification provided the product satisfies all relevant requirements. Other recycled content products may be added to the scope at a later date.

### Demonstration of Conformance

**DoC 1.1:** A brief description of the product(s) or product range as they apply to the scope of this standard.

## FITNESS FOR PURPOSE

*To be certified, the product(s) must be fit to perform its intended purpose or application. A minimum level of quality and durability is implicit before the GECA ecolabel can be displayed on the product. The applicant must ensure that the product is fit for its intended purpose.*

**Criterion 2:** The product meets or exceeds the requirements of the relevant Australian or International Standard for its intended application; or, where there is no applicable quality standard, the product must demonstrate fitness for purpose or market acceptance or suitability or quality.

### Demonstration of Conformance

**DoC 2.1:** Independent audit or test reports, or

**DoC 2.2:** Report from an independent organisation that demonstrates fitness for purpose, market acceptance, suitability or quality.

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<sup>1</sup> Recycled, reused and reclaimed.

<sup>2</sup> Glass fines unsuitable for the manufacture of new glass containers only.



## RECYCLED CONTENT

*Reuse and recycling of materials fully or partly avoids the need for raw material extraction and the disposal of waste materials to landfill.*

The quantity of recycled material must be significant in order to be recognised as being environmentally preferable to virgin materials. There are sometimes limitations to recycled content use due to strength and other requirements and the following levels have been set as minimum requirements for certification.

**Criterion 3:** The recycled content component/s<sup>3</sup> must comply with at least one of the below recycled content requirements.

Material type	Recycled content %w/w
Glass	100
Plastics	90
Rubber	90
Timber	100
Fill and foundation materials such as sand and gravel	100

### Demonstration of Conformance

**DoC 3.1:** Declaration of conformance supported by relevant quality control and production documentation.

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<sup>3</sup> Refer Criterion 1: Standard Category Scope.



## MATERIAL REQUIREMENTS

*The criteria in this section are intended to address impacts that may occur over the life cycle of a product that can be avoided or mitigated during the design phase of product development. Unless otherwise stated, the requirements in this section apply to each type of material contained in the finished product regardless of weight.*

### Adhesives

*Adhesives can contain potentially harmful substances and are used in certain products often remaining on the final product.*

**Criterion 4:** Adhesives used in the manufacturing of the product shall not contain alkylphenol ethoxylates or other alkylphenol derivatives, phthalates (that at the time of application are classified with risk phrases H360, H361), or halogenated volatile organic compounds.

#### Demonstration of Conformance

**DoC 4.1:** SDS of the adhesive; or

**DoC 4.2:** A copy of relevant GECA or other relevant ecolabel certificate.

### Timber

*The application of sustainable management principles helps to safeguard forests by minimising disturbance of natural ecosystems and biodiversity. Third party certifications are useful tools to verify sustainable forest management.*

This criterion applies to non-recycled timber components.

**Criterion 5:** All virgin wood fibre must be covered by valid sustainable forest management and/or chain of custody certificates issued by an independent third party certification scheme such as FSC, PEFC or equivalent.

Where certification schemes allow mixing of certified material, recycled materials and uncertified material, the proportion of uncertified material shall not exceed 50%. Such uncertified material shall be covered by a verification system which ensures that it is legally sourced and meets any other requirement of the certification scheme with respect to uncertified material. The certification bodies issuing forest and/or chain of custody certificates shall be accredited/recognised by that certification scheme;

#### Demonstration of Conformance

**DoC 5.1:** Signed declaration of compliance, supported by relevant certificates or other evidence of forest management certification and/or chain of custody certification (to confirm the required amount of virgin fibre that is used in the product is from a certified sustainably managed source); and relevant certificates or other evidence to confirm that the wood originates from legal sources.

### Quarried Materials

*Quarrying raw materials can have significant impacts on the environment including destruction of habitat, wastewater and surface water discharges, and generation of dust noise and vibration.*

This criterion applies to products with a virgin quarried raw materials component of >20%.

**Criterion 6:** Virgin quarried raw materials (gypsum, limestone etc.) in the final product must come from operations:

- With a documented remediation program
- Which have implemented a management system to minimise adverse effects from noise, vibration, dust, and discharges to water and land.



#### Demonstration of Conformance

**DoC 6.1:** Information about the virgin quarried material including type of material, supplier and geographical location of mine.

**DoC 6.2:** Evidence of a documented mine remediation program.

**DoC 6.3:** Evidence of the relevant management plans.

#### Cement

*Cement production is both resource and energy-intensive. Significant amounts of carbon dioxide are released from the limestone during the calcinations process and from the combustion of fuels in the kiln.*

This criterion applies to products with a cement component of >20%.

**Criterion 7:** The binder used in the cement component in the product shall consist of at least 20% 'supplementary cementitious materials' (SCM) (processed by-products such as fly ash or slag or silica fume). Mineral addition to the cement can also be counted towards Portland clinker reduction.

#### Demonstration of Conformance

**DoC 7.1:** Information about the type and amount of SCM or in the cement that is used to reduce the Portland clinker content in the product.

#### Ozone Depleting Substances

*Ozone depletion is a significant environmental concern. Although ozone depleting substances have largely been phased out in most countries, some substances have not yet been banned.*

**Criterion 8:** The product must not contain any substances listed in the Montreal Protocol Annexes A, B, C or E including CFCs, HCFCs, hydrobromofluorocarbons, halons, methyl bromide, carbon tetrachloride, 1,1,1-trichloroethane (methyl chloroform) and bromochloromethane.

#### Demonstration of Conformance

**DoC 8.1:** Signed declaration that the products do not contain any of the substances listed in the Montreal Protocol Annexes A, B, C or E supported by relevant SDS, chemical names and/or CAS numbers for each ingredient.

Substances used will be checked against Annexes A, B, C and E of the Montreal Protocol:  
[http://ozone.unep.org/new\\_site/en/Treaties/treaties\\_decisions-hb.php?art\\_id=59,60,61,62,63](http://ozone.unep.org/new_site/en/Treaties/treaties_decisions-hb.php?art_id=59,60,61,62,63)

#### Volatile Organic Compounds

**Criterion 9:** If intended for indoor use, the products must not produce Total VOC (TVOC) emissions greater than 0.5 mg/m<sup>2</sup>/hr (as toluene equivalents) when tested to ASTM D5116-06 or ASTM 6670-01.

#### Demonstration of Conformance

**DoC 9.1:** Test reports on VOC emissions using one of the following test methods showing the total VOC emissions:

- ASTM D5116-06 Standard Guide for Small-Scale Environmental Chamber Determination of Volatile Organic Emissions from Indoor Materials/Products; or
- ASTM D6670-01 Standard Practice for Full-Scale Chamber Determination of Volatile Organic Emissions from Indoor Materials/Products.

## HAZARDOUS MATERIALS

*Products may contain substances that are hazardous to humans or the environment. Criteria in this section are aimed at limiting hazardous chemicals, thereby minimising risks to human health and the environment.*

### Banned Substances

*Certain substances or compound classes have been identified as particularly harmful for human health and/or the environment.*

**Criterion 10:** In order to promote the reduction of pollutant hazards in the manufacture, use, or disposal of products the following substances (and where appropriate, their compounds) must not be added to products or used during manufacture\*:

- Compounds or ingredients that are or may decompose into substances that are classified as a known or suspected endocrine disruptor, carcinogen, mutagen or teratogen, including:
  - any R45 (H350), R46 (H340), R48 (H372, H373), R49 (H350) substances,
  - IARC group 1 or 2A substances,
  - EU consolidated list of C/M/R category 1 or 2 substances
- Substances of Very High Concern listed on the REACH Candidate list (<http://echa.europa.eu/candidate-list-table>).

**DoC 10.1:** SDS, chemical names and/or CAS numbers for each ingredient added to the product or used during manufacture.

Note:

It is accepted that the above substances may have been used in previous lifecycles. These trace levels may not exceed 0.1% by weight.

\*This only refers to the manufacturing process of the ecolabelled products but not to any manufacturing processes in previous lifecycles.

**Criterion 11:** The following compounds, their functional derivatives or in-situ precursors shall not be added to finished products, their component parts or be used for the manufacturing process

- Aniline based amines;
- Aziridine or polyaziridines;
- Elemental halogens (e.g. fluorine, chlorine);
- Fluoropolymer additives or coatings;
- Methylene chloride or other halogenated organic compounds (e.g. solvents, binding agents);
- Phthalates that at the time of application are classified with risk phrases H360, H361;
- Polybrominated diphenyl ethers (PBDE), polybrominated biphenyls (PBB) or any other halogenated flame retardants
- 1,3 butadiene.

**DoC 11.1:** SDS, chemical names and/or CAS numbers for each ingredient added to the product or used during manufacture.

Note:

It is accepted that the above substances may have been used in previous lifecycles. These trace levels may not exceed 0.1% by weight.

\*This only refers to the manufacturing process of the ecolabelled product(s) but not to any manufacturing processes in previous lifecycles.



**Criterion 12:** Treatment of wood products

Wood, including engineered wood products and natural materials, must not be treated or impregnated with fungicides and insecticides that are listed as IARC 2B.

Refer to: <http://monographs.iarc.fr/ENG/Classification/index.php>.

Notes:

- Treatments used in previous lifecycles are not covered by this criterion.
- IARC 1 and IARC 2A substances are addressed under the Hazardous Materials section of this standard.

**Demonstration of Conformance**

**DoC 12.1:** List of all agents used (including CAS numbers and names) to treat wood and other natural materials (to enable spot checks).

**DoC 12.2:** Signed declaration from an Executive Office stating that any pesticides used are not classified by the IARC as 2B.

**Criterion 13:** The following heavy metals must not be added to the product or used during manufacture:

- Antimony (Sb)
- Arsenic (As)
- Cadmium (Cd)
- Chromium (Cr)
- Cobalt (Co)
- Copper (Cu)
- Lead (Pb)
- Mercury (Hg)
- Selenium (Se)
- Tin (Sn)

**DoC 13.1:** SDS, chemical names and/or CAS numbers for each ingredient added to the product or used during manufacture.

Note:

It is accepted that the above substances may have been used in previous lifecycles. These trace levels may not exceed publically available safety standards.

**Limited Substances**

**Criterion 14:** The use of the following substances in the production of the product is limited to a total of 0.1% w/w:

- Respiratory and contact sensitizers classified with R42 (H334) or R43 (H317);
- Acutely toxic compounds R23 (H330, H331), R24 (H311), R25 (H301), R26 (H330), R27 (H310) or R28 (H300)

**Demonstration of Conformance**

**DoC 14.1:** SDS, chemical names and/or CAS numbers for each ingredient added to the product or used during manufacture.

**Criterion 15:** The use of aquatic ecotoxic substances with long lasting effects classified with R50/53 (H410), R51/53 (H411), R 52/53 (H412) or R53 (H413) is limited to a total of 1% w/w.

**Demonstration of Conformance**

**DoC 15.1:** SDS, chemical names and/or CAS numbers for each ingredient added to the product or used during manufacture.



## Asbestos

*Inhalation of asbestos fibres may lead to a number of serious health risks, including asbestosis and the cancer mesothelioma.*

These criteria apply to recycled construction waste materials only.

**Criterion 16:** Construction and demolition (C&D) recycling facilities must operate in accordance with an Asbestos Management Plan (AMP) forming part of a wider Environmental Management System (EMS). The AMP must, as a minimum, include:

- Standard Operational Procedures and management practices setting out the measures to be adopted in relation to the control of asbestos at each stage of the recycling process;
- Sampling and Analysis Program (SAP);
- Identification of each person with responsibilities under the asbestos management plan and the person's responsibilities.

**DoC 16.1:** Evidence of an Asbestos Management Plan and Environmental Management System.

**Criterion 17:** Recycled sand and fill material must be analysed to contain no more than 0.001% asbestos.

**DoC 17.1:** Asbestos analysis must be undertaken by an independent NATA certified laboratory and comply with Australian Standard Method for the Qualitative Identification of asbestos in bulk samples (AS4964–2004) or be demonstrated to be able to achieve the equivalent level of results to this Australian Standard<sup>4</sup>.

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<sup>4</sup> The WA Dept. of Environment and Conservation 'Guidelines for managing asbestos at construction and demolition waste recycling facilities' can be used as guidance.  
[http://www.wasteauthority.wa.gov.au/media/files/documents/Guidelines\\_Asbestos\\_in\\_C+D\\_recycling.pdf](http://www.wasteauthority.wa.gov.au/media/files/documents/Guidelines_Asbestos_in_C+D_recycling.pdf).



## PACKAGING AND PRODUCT STEWARDSHIP

### Packaging

*Packaging may present a significant contribution to the environmental load of a product at several points throughout the product life cycle, including material inputs and disposal.*

**Criterion 18:** Packaging must comply with at least one of the following:

- Each material constituting >20% by weight of the total primary and secondary packaging used, must contain at least 50% recycled content by weight;
- Each material constituting >20% by weight of the total primary and secondary packaging used, must be derived from plant-based materials (e.g. PLA plastics);
- Each material constituting >20% by weight of the total primary and secondary packaging used, must be compostable to a relevant ASTM or ISO standard;
- Each material constituting >20% by weight of the total primary and secondary packaging used, must be biodegradable to a relevant ASTM or ISO standard such as ASTM D5511; or
- Each separable item constituting >20% by weight of the total primary and secondary packaging, must be recyclable. This may be demonstrated using the Australian Packaging Covenant's Packaging Recyclability Evaluation Portal (PREP).

Paper and cardboard packaging must be either certified under recognised forest certification scheme (e.g. FSC or PEFC) or contain at least 30% recycled content by weight.

Material used for the transport of products (tertiary packaging) and whose disposal is not the responsibility of the end consumer may be exempt from the above requirements if they are re-used by the applicant, or are recyclable in specialist recycling facilities.

#### Demonstration of Conformance

**DoC 18.1:** Details of materials used in the product and their manufacture, including information on the input of recycled and virgin materials reported by weight if applicable. The recycled content can be averaged over a 12-month period to find the amount or range of recycled content; and /or

**DoC 18.2:** Evidence of recyclability or copy of PREP Assessment Report; and/or

**DoC 18.3:** Evidence of certification under relevant forest certification scheme; and/or

**DoC 18.4:** Details of re-use programs for transport materials within the applicant company.

**Criterion 19:** Plastic packaging must be marked with a plastics identification code. It is not mandatory for small components including caps and pump-spray nozzles to be marked.

Packaging made from PLA plastic must be labelled with the following instructions for disposal:  
 "This packaging is made of PLA plastic. Please dispose of in a municipal organic waste stream."

#### Demonstration of Conformance

**DoC 19.1:** Visual inspection of each plastic component of the packaging.

**Criterion 20:** Packaging must not be pressurised or require the use of propellants.

#### Demonstration of Conformance

**DoC 20.1:** Signed declaration from an Executive Officer of the manufacturing company, stating that the packaging is not pressurised and does not require the use of propellants.



## Product Stewardship

*Product stewardship and similar programs are likely to increase the actual recycling rate of the product at the end of its life and decrease contribution to landfill.*

**Criterion 21:** The applicant shall:

- accept their product without additional cost (excluding transportation costs) for further recycling in a specialist recycling facility; or
- have arrangements with a local recycler to accept the product; or
- have an established product stewardship program. Products collected under the scheme shall not be disposed of in landfill or by incineration; or
- have contractual arrangements with a third party who are able to recycle or refurbish the item. Contractual arrangements with the third party should nominate the estimated volume of product to be processed annually.

Overall, the applicant must demonstrate that the necessary arrangements are in place to deliver the claims of the product stewardship program. Details relating to the above product stewardship program requirements and contact details for the programme operator(s) must also be made publically available from the official company website and/or in product information supplied at point of sale.

### Demonstration of Conformance

**DoC 21.1:** Copy of instructions outlining the take back service including the costs, contact details of the take-back service, relevant website documentation; and

**DoC 21.2:** Copy of contractual agreements existing between the applicant(s) with either of the following: third party suppliers, transport companies, charities, second hand retailers or refurbishment companies.

## WASTE MANAGEMENT

*Waste management as part of the manufacturing process can be a key factor in reducing a manufacturer's environmental impact and operating costs.*

**Criterion 22:** The manufacturer must have effective policies and procedures to minimise waste, including measures to recycle waste materials from the production process.

### Demonstration of Conformance

**DoC 22.1:** A copy of relevant policies and procedures in use by the company, with relevant sections highlighted.



## ENVIRONMENTAL CLAIMS

*Environmental claims are one of the tools utilised by consumers when attempting to make environmentally preferable choices and therefore it is essential that such claims are true and substantiated.*

*All claims must be relevant to the product and verifiable to GECA or a GECA appointed auditor.*

**Criterion 23:** Any environmental claims beyond the scope of this Standard that have been applied to a product must comply with ISO 14021, and the applicant must be able to verify these claims to GECA.

Any product making greenhouse related claims must comply with ISO 14064-3 “Specification with guidance for the validation and verification of greenhouse gas assertions” and be able to verify these claims to GECA.

For claims outside the scope of ISO 14021 or ISO 14064, clear statement of the test method and the conditions under which the product was tested is required, along with a clear explanation of the relevance of the test method to the environmental claim.

The applicant or manufacturer must not claim that the product is ‘odour free’, ‘low odour’, ‘no odour’ or similar if odour-masking agents are used.

### **Demonstration of Conformance**

**DoC 23.1:** A copy of any relevant advertising material currently in use; and

**DoC 23.2:** Relevant documentation confirming the grounds of the claim and its compliance with this criterion.



## SOCIAL AND LEGAL COMPLIANCE

*This section addresses compliance with law and the societal attributes of the manufacturer and the applicant company. Criteria for social aspects of the product are required under the international standard on ecolabelling (ISO 14024), and this section is common to all GECA standards. Equivalent sections are included in standards of all other GEN member ecolabelling bodies around the world. The social aspect partially addresses the third dimension of sustainability - Society. This was first understood by manufacturers under the name Corporate Social Responsibility (CSR). In this standard social criteria include laws for equal opportunity, safety and protection of workers. GECA certification cannot be given to any company that illegally exploits workers or their families.*

### Environmental Legislation

**Criterion 24:** The manufacturer(s) of the product and the applicant company are required by law to comply with relevant environmental legislation and government orders at the Local, State and Commonwealth levels (if these have been issued). Where a manufacturer is from an overseas jurisdiction, it is that jurisdiction's environmental regulations that apply. Where the manufacturer has been found guilty of a breach of any environmental legislation or permit(s) within the last 2-years there must be evidence of corrective action.

#### Demonstration of Conformance

**DoC 24.1:** Signed declaration from an Executive Officer of the organisation stating compliance to environmental legislation and government orders; as well as declaration of any breaches of environmental legislation or permits and the date of the breach. Applicant must:

- provide a Legal Register listing applicable environmental legislation (including applicable Regulations under that legislation) in, or as an attachment to, this declaration. The Legal Register must, for each applicable Act and Regulation listed, state whether the manufacturer and applicant company comply; or
- have a certified ISO 14001, Eco-Management and Audit Scheme (EMAS) or equivalent environmental management system in place; and

**DoC 24.2:** Any relevant permits granted by the EPA or an equivalent national body; and

**DoC 24.3:** Evidence of corrective action following a guilty verdict, if applicable.

In this criterion, 'Regulation' means an entire regulatory instrument (for example, the Environmentally Hazardous Chemicals Regulation 2008) and not the individual sections, provisions or clauses of a regulatory instrument.

### Fair Pay

**Criterion 25:** All employees must be covered by a Federal or State award; a certified industrial agreement or a registered agreement as determined by the Australian Government Workplace Authority, or a State or Territory Workplace Relations Agency; or a workplace agreement in compliance with Workplace Relations Act 1996 Part 7 - The Australian Fair Pay and Conditions Standard. Where a manufacturer is from an overseas jurisdiction, it is that jurisdiction's equivalent regulations that apply.

#### Demonstration of Conformance

**DoC 25.1:** Signed declaration of compliance from an Executive Officer of the organisation;

**DoC 25.2:** Text or template of a typical workplace agreement offered to employees of the company; and

**DoC 25.3:** Sample payslips.

### Workplace Safety

**Criterion 26:** A manufacturer / applicant company must demonstrate general compliance with State or Territory Legislation concerning Occupational and Workplace Health and Safety and / or the Commonwealth Safety, Rehabilitation and Compensation Act 1988, where applicable. Where a manufacturer is from an overseas jurisdiction,



it is that jurisdiction's equivalent regulations that apply. Where a manufacturer / applicant company has been found guilty of a breach of relevant legislation within the last 2-years, there must be evidence of corrective action.

#### **Demonstration of Conformance**

**DoC 26.1:** Signed declaration from an Executive Officer of the organisation stating compliance to workplace legislation and government orders, as well as declaration of any breaches of legislation and the date of the breach. Applicants must list all applicable legislation in, or as an attachment to, this declaration;

**DoC 26.2:** Copy of the company Occupational / Workplace H&S policy and procedures;

**DoC 26.3:** Copy of employee induction records, training records, meeting records and risk assessments; or current OHSAS 18001, AS/NZS 4801 or equivalent certification; or third party certification stating compliance to OH&S Act 2004 and the OH&S Regulations 2007 or equivalent jurisdiction specific legislation; and

**DoC 26.4:** Evidence of corrective action following a guilty verdict, if applicable.

#### **Equal Opportunity**

**Criterion 27:** The manufacturer and / or applicant company must demonstrate general compliance with the requirements of the Racial Discrimination Act 1975, Sex Discrimination Act 1984, Disability Discrimination Act 1992, Equal Opportunity for Women in the Workplace Act 1999 and complementary State Legislation. The manufacturer cannot be in the list of 'named' or non-compliant employers under the Equal Opportunity for Women in the Workplace Act 1999. Where a manufacturer / applicant company is from an overseas jurisdiction, it is that jurisdiction's equivalent regulations that apply. Where a manufacturer has been found guilty of a breach of relevant legislation within the last 2-years, there must be evidence of corrective action.

#### **Demonstration of Conformance**

**DoC 27.1:** Signed declaration of compliance from an Executive Officer of the organisation;

**DoC 27.2:** Copy of relevant company policies and procedures;

**DoC 27.3:** Evidence of corrective action following a guilty verdict, if applicable; and

**DoC 27.4:** The auditor will verify that the company does not appear on the following list:

[www.wgea.gov.au/report/compliance](http://www.wgea.gov.au/report/compliance)

#### **Lawful Conduct**

**Criterion 28:** The manufacturer / applicant company must not have been convicted of any breach of criminal law, any breach of the Trade Practices Act 1974 or the Corporations Act 2001, including prosecution or de-listing by the Australian Stock Exchange (ASX) or international equivalent. Where a manufacturer is from an overseas jurisdiction, it is that jurisdiction's equivalent regulations that apply. Where a manufacturer has been found guilty of a breach of relevant legislation within the last 2-years, there must be evidence of corrective action.

#### **Demonstration of Conformance**

**DoC 28.1:** Signed declaration from an Executive Officer of the organisation; and

**DoC 28.2:** Evidence of corrective action following a guilty verdict, if applicable.



## EVIDENCE OF CONFORMANCE

### Demonstration of Conformance (DoC)

This section lists the sources of evidence which may be considered during an audit to establish conformance against GECA's standards. This list is provided in order to guide the applicant manufacturer through the requirements of the standard and to facilitate the preparation of an application.

The DoC requirements as specified, along with each criterion in the standard, define specific sources of evidence acceptable to GECA. In cases where criteria offer several DoC requirements, it is the sole decision of the GECA appointed CAB to choose the appropriate option in the preliminary stage of the assessment. Where specific standards or test methods are required, it is intended that the most recent version of the applicable standard or method are used. If none of the recommended DoC requirements stipulated for a particular criterion in the standard is applicable for a product under assessment, then the GECA appointed CAB may choose an alternative but equivalent source of evidence. In cases where alternative sources of evidence are accepted for the verification of the product, the GECA appointed CAB will inform GECA by providing a report on the details as far as appropriate. GECA will use this information to continuously improve the DoC requirements stipulated by each standard.

The DoC requirements are summarised in Appendix A to assist applicants in preparing documentation for the verification process with a GECA appointed CAB.



## APPENDIX A APPLICATION CHECKLIST LIST

Criterion Number	Criterion Content	Demonstration of Conformance See standard body for details	Evidence Attached	Complies Y/ N or NA
<b>Category Scope</b>				
Criterion 1	Range and composition of products.	A brief description of the product(s) or product range as they apply to the scope of this standard.	<input type="checkbox"/>	
<b>Fitness For Purpose</b>				
Criterion 2	Applicable Australian standard or international equivalent.	Independent audit or test reports; or	<input type="checkbox"/>	
		Report from an independent organisation that demonstrates fitness for purpose, market acceptance, suitability or quality.	<input type="checkbox"/>	
<b>Recycled Content</b>				
Criterion 3	Recycled content requirements for relevant materials.	Declaration of conformance supported by relevant quality control and production documentation.	<input type="checkbox"/>	
<b>Adhesives</b>				
Criterion 4	No APEOs, phthalates (that at the time of application are classified with risk phrases H360, H361), or halogenated volatile organic compounds.	SDS of the adhesive; or	<input type="checkbox"/>	
		A copy of relevant GECA or other relevant ecolabel certificate.	<input type="checkbox"/>	
<b>Timber</b>				
Criterion 5	Sustainable sources of virgin wood-fibre.	Signed declaration of compliance, supported by relevant certificates or other evidence of forest management certification and/or chain of custody certification (to confirm the required amount of virgin fibre that is used in the product is from a certified sustainably managed source); and relevant certificates or other evidence to confirm that the wood originates from legal sources.	<input type="checkbox"/>	
<b>Quarried Materials</b>				
Criterion 6	Mine remediation program and management system for virgin quarried materials.	Information about the virgin quarried material including type of material, supplier and geographical location of mine.	<input type="checkbox"/>	
		Evidence of a documented mine remediation program.	<input type="checkbox"/>	
		Evidence of the relevant management plans.	<input type="checkbox"/>	



Criterion Number	Criterion Content	Demonstration of Conformance	Evidence Attached	Complies Y/ N or NA
<b>Cement</b>				
Criterion 7	Supplementary cementitious materials.	Information about the type and amount of SCM or in the cement that is used to reduce the Portland clinker content in the product.	<input type="checkbox"/>	
<b>Ozone Depleting Substances</b>				
Criterion 8	No ozone depleting substances.	Signed declaration that the products do not contain any of the substances listed in the Montreal Protocol Annexes A, B, C or E supported by relevant SDS, chemical names and/or CAS numbers for each ingredient.		
<b>Volatile Organic Compounds</b>				
Criterion 9	VOC limit for products used indoors.	Test reports on VOC emissions using one of the following test methods showing the total VOC emissions: ASTM D5116-06 or ASTM D6670-01.	<input type="checkbox"/>	
<b>Banned Substances</b>				
Criterion 10	No use of known or suspected endocrine disruptor, carcinogen, mutagen or SVHCs.	SDS, chemical names and/or CAS numbers for each ingredient added to the product or used during manufacture.	<input type="checkbox"/>	
Criterion 11	List of substances not to be added or used during manufacture of the product.	SDS, chemical names and/or CAS numbers for each ingredient added to the product or used during manufacture.	<input type="checkbox"/>	
<b>Treatment of Wood Products</b>				
Criterion 12	Restrictions on fungicides and insecticides.	List of all agents used (including CAS numbers and names) to treat wood and other natural materials (to enable spot checks).	<input type="checkbox"/>	
		Signed declaration from an Executive Office stating that any pesticides used are not classified by the IARC as 2B.	<input type="checkbox"/>	
<b>Heavy Metals</b>				
Criterion 13	Restriction on use of heavy metals.	SDS, chemical names and/or CAS numbers for each ingredient added to the product or used during manufacture.	<input type="checkbox"/>	
<b>Limited Substances</b>				
Criterion 14	Restrictions on respiratory and contact sensitisers, and acutely toxic compounds (0.1%).	SDS, chemical names and/or CAS numbers for each ingredient added to the product or used during manufacture.	<input type="checkbox"/>	



Criterion Number	Criterion Content	Demonstration of Conformance	Evidence Attached	Complies Y/ N or NA
		See standard body for details		
Criterion 15	Restriction on aquatic ecotoxic substances (1%).	SDS, chemical names and/or CAS numbers for each ingredient added to the product or used during manufacture.	<input type="checkbox"/>	
<b>Asbestos</b>				
Criterion 16	Asbestos Management Plan	Evidence of an Asbestos Management Plan and Environmental Management System.	<input type="checkbox"/>	
Criterion 17	Restriction on asbestos traces/contamination.	Asbestos analysis must be undertaken by an independent NATA certified laboratory and comply with Australian Standard Method for the Qualitative Identification of asbestos in bulk samples (AS4964–2004) or be demonstrated to be able to achieve the equivalent level of results to this Australian Standard.	<input type="checkbox"/>	
<b>Packaging</b>				
Criterion 18	Requirements on plastic and paper packaging.	Details of materials used as packaging, including information on the input of recycled and virgin materials reported by weight if applicable. The recycled content can be averaged over a 12 month period to find the amount or range of recycled content; and / or	<input type="checkbox"/>	
		Evidence of recyclability or copy of PREP Assessment Report; and/or	<input type="checkbox"/>	
		Evidence of certification under relevant forest certification scheme; and/or	<input type="checkbox"/>	
		Details of re-use programs for transport materials within the applicant company.	<input type="checkbox"/>	
Criterion 19	Plastic identification codes.	Visual inspection of each plastic component of the packaging	<input type="checkbox"/>	
Criterion 20	Packaging must not be pressurised or require the use of propellants.	Signed declaration from an Executive Officer of the manufacturing company, stating that the packaging is not pressurised and does not require the use of propellants.	<input type="checkbox"/>	
<b>Product Stewardship</b>				
Criterion 21	Product stewardship and/or take back/recycling arrangements.	Copy of instructions outlining the take back service including the costs, contact details of the take-back service, relevant website documentation; and	<input type="checkbox"/>	
		Copy of contractual agreements existing between the applicant(s) with either of the following: third party suppliers, transport companies, charities, second hand retailers or refurbishment companies	<input type="checkbox"/>	



Criterion Number	Criterion Content	Demonstration of Conformance See standard body for details	Evidence Attached	Complies Y/ N or NA
<b>Waste Management</b>				
Criterion 22	Effective policies and procedures to minimise waste.	A copy of relevant policies and procedures in use by the company, with relevant sections highlighted.	<input type="checkbox"/>	
<b>Environmental Claims</b>				
Criterion 23	Public claims made by applicant.	A copy of any relevant advertising material currently in use; and	<input type="checkbox"/>	
		Relevant documentation confirming the grounds of the claim and its compliance with this criterion.	<input type="checkbox"/>	
<b>Environmental Legislation</b>				
Criterion 24	Applicable environmental legislation and government orders	Statement of conformance signed by EO, with declaration of breaches and applicable legislation and Legal Register listing applicable environmental legislation or certified environmental management system in place.	<input type="checkbox"/>	
		Applicable permits granted by EPA.	<input type="checkbox"/>	
		Evidence of corrective action (if applicable).	<input type="checkbox"/>	
<b>Fair Pay</b>				
Criterion 25	Coverage of employees under certified agreements	Statement of conformance signed by EO.	<input type="checkbox"/>	
		Sample workplace agreement.	<input type="checkbox"/>	
		Sample payslips.	<input type="checkbox"/>	
<b>Workplace Safety</b>				
Criterion 26	Compliance with state or territory legislation	Statement of conformance signed by EO, with declaration of breaches and applicable legislation.	<input type="checkbox"/>	
		Copy of Occupational and Workplace H&S policies and procedures.	<input type="checkbox"/>	
		Copy of employee induction, training, and meeting record and risk assessments; or current OHSAS 18001, AS/NZS 4801 or equivalent certification; or other third party certification.	<input type="checkbox"/>	
		Evidence of corrective action (if applicable).	<input type="checkbox"/>	



Criterion Number	Criterion Content	Demonstration of Conformance	Evidence Attached	Complies Y/ N or NA
See standard body for details				
<b>Equal Opportunity</b>				
Criterion 27	Compliance with Racial Discrimination Act, Sex Discrimination Act, Disability Discrimination Act, Equal Opportunity for Women in the Workplace Act and complementary State Legislation and Regulations.	Statement of conformance signed by EO.	<input type="checkbox"/>	
		Copy of relevant policies and procedures.	<input type="checkbox"/>	
		Evidence of corrective action (if applicable).	<input type="checkbox"/>	
		Does not appear on list of non-compliant organisations.	<input type="checkbox"/>	
<b>Lawful Conduct</b>				
Criterion 28	No breaches of Trade Practices Act or Corporations Act.	Statement of conformance signed by EO.	<input type="checkbox"/>	

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