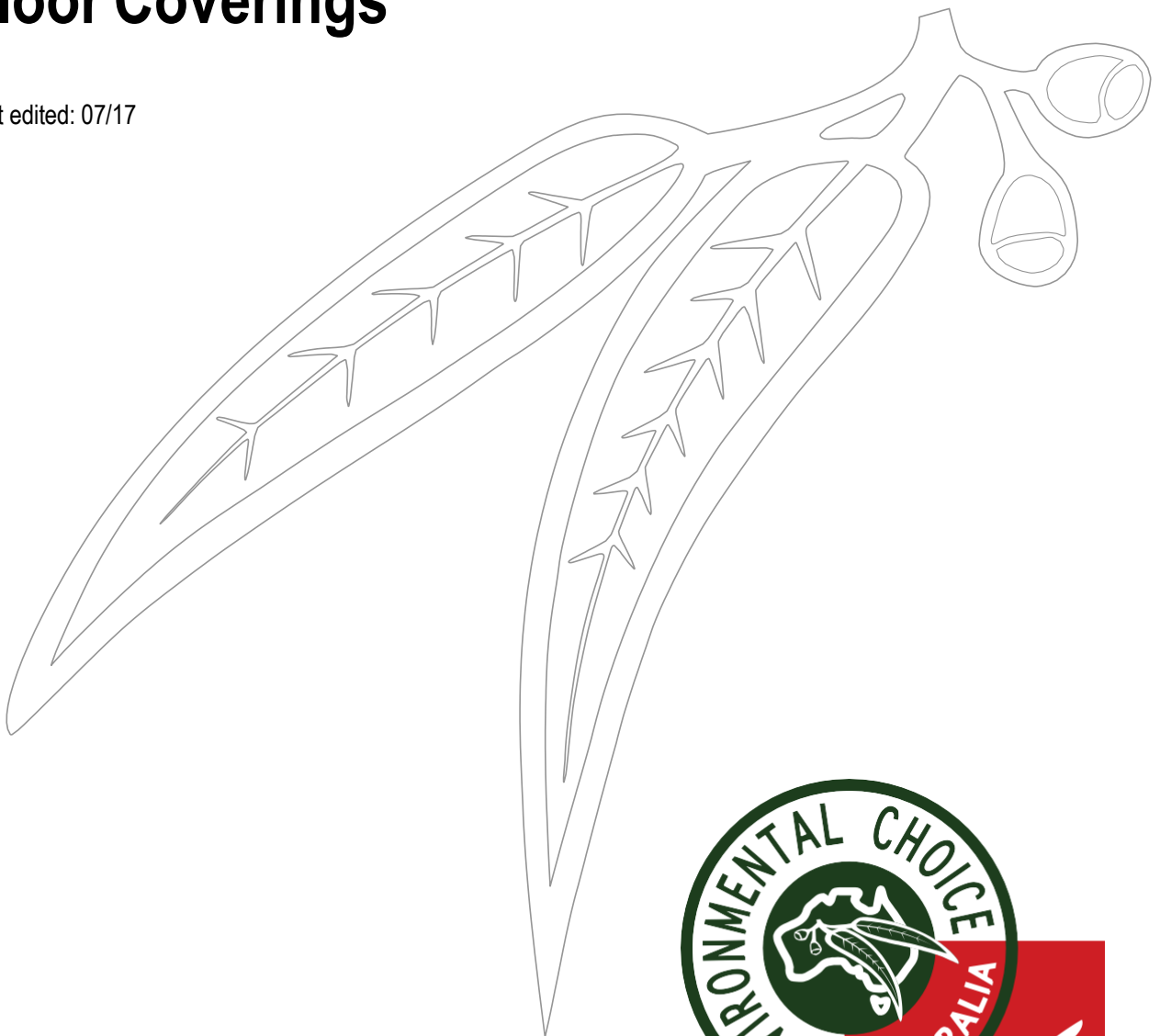


Good Environmental Choice Australia

Environmental Product Standard

Floor Coverings

Last edited: 07/17



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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-approved environmental auditors to verify whether a product fully conforms to the criteria set by this standard. Where a product is certified for the Australian Ecolabel Program, it may display the GECA Ecolabel (the “Environmental Choice Australia Ecolabel”) 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 Analysis have been used to set these 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, 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 performance. GECA ecolabelling standards go beyond Australian Standards and define an environmental benchmark for the product category.

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Document History

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Previous Versions	Date Completed	Summary of Changes	GECA REF
Version 1.2	May 2005	New Standard SP/AU.	SK
Version 2.0	May/June 2010	Update to New GECA template. Amendments in line with International Standards. Clarification and addition of documentation requirements for Demonstration of Conformance items. Background section revised.	
Version 2.0i	February 2017	Scope expanded and clarified to exclude hard surfacing. Update: Alignment with GHS in relevant criteria; "Definitions and Acronyms"; Inclusion of notes in 'How to apply for GECA Certification' and 'Social and Legal Compliance' sections.	

How to Apply for GECA Certification

Manufacturers or service suppliers interested in GECA certification using the Environmental Choice Australia Ecolabel are encouraged to carefully read 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 download and complete the application form from the GECA website:

<http://www.geca.org.au/contact>

The completed application form can be sent to GECA either by mail or by fax.

After receiving the completed application form and the application fee, GECA hands the verification process over 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.

Note: GECA reserves the right to refuse, suspend or postpone an application if (a) the organisation does not meet minimum compliance with Environmental Law, Labour Law, Fair Pay, Work, Health and Safety, Lawful behaviour (e.g. pending or ongoing lawsuits) (b) the organisation does not have transparent reporting that is available/accessible on request (c) the core mission of the organisation and/or product is in conflict with GECA's mission and/or is perceived by GECA to pose a risk to the GECA brand or reputation.

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.

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

Alloy: A combination of two or more elements, at least one of which is a metal. This includes binary, tertiary and quaternary alloys (two, three and four elements, respectively). The result is a metallic substance with properties different from those of its components.

Auditor: An auditor is responsible for determining conformance or alternatively, non-conformance of a product to each criterion within a GECA standard. An auditor is a qualified, independent professional that is authorised by GECA and an applicant to the Environmental Choice Australia Certification to conduct an examination of the records and the operations of the applicant with a view to verify the authenticity and correctness of records and operations used to support a claim conformance against a GECA standard. **In 2011 GECA will use only 'GECA Designated Auditors' (refer to definition below).**

CAS: CAS registry numbers are unique numerical identifiers for chemical elements, compounds, polymers, biological sequences, mixtures and alloys. They are also referred to as CAS numbers or CAS RNs. CAS standards for Chemical Abstract Service, which is a division of the American Chemical Society.

COD: Chemical Oxidation Demand, the equivalent mass of oxygen required to oxidise dissolved and suspended organic matter under defined conditions, typically using dichromate or permanganate as the oxidising agent.

Edge Glued Panels: Glued processed timbers, such as small lumbered wood or wood layers, that are formed and pressed into sheet form in the direction of fibre, parallel to each other and bonded with resin. These panels are often known as veneer panels.

EPBC: Environment Protection and Biodiversity Conservation Act 1999.

GECA label: means the Environmental Choice Australia ecolabel.

GECA Designated Auditor/s: A GECA Designated Auditor/s is a JAS ANZ accredited auditor/s that has been accredited to assess against GECAs Scheme Rules. For the most recent listing of GECA Designated Auditor/s see www.geca.org.au.

GHS: Global Harmonized System of Classification and Labeling of Chemicals

IARC: International Agency for Research on Cancer

Halogens: Chlorine (Cl), fluorine (F), bromine (Br), iodine (I) and astatine (At).

Label: means the Environmental Choice Australia Ecolabel.

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 than 5-years old.

OSHA: Occupational Safety and Health Administration

Particle Boards: Boards made from wood fragments (chips or shavings) which are formed and pressed into sheet form and bonded together with resin.

Recycled Content: For the purpose of this standard, recycled content includes:

Post-Consumer Recycled Content: Material generated by households, or by commercial, industrial and institutional facilities in their role as end-users of the product, which can no longer be used for its intended purpose. This includes returns of material from the distribution chain.

Pre-Consumer Recycled Content: Material diverted from the waste stream during a manufacturing process. Excluded is 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.

STEL (Exposure Standard - Short Term Exposure Limit): A 15 minute TWA exposure which should not be exceeded at any time during a working day even if the eight-hour TWA average is within the TWA exposure standard. Exposures at the STEL should not be longer than 15 minutes and should not be repeated more than four times per day. There should be at least 60 minutes between successive exposures at the STEL.

Timber/Wood: Includes wood sourced from raw (virgin) forest timbers, timbers sourced from sustainable forestry, or waste wood materials including particle boards, fibre boards and edge-glued panels. Also includes used timber/wood.

TOC: Total Organic Content, defined as the total amount of organic substances dissolved in a water sample.

TWA (Exposure Standard - Time-Weighted Average): The average airborne concentration of a particular substance when calculated over a normal eight-hour working day, for a five-day working week.

Veneer Panels: See Edge-Glued Panels.

VOC: Volatile organic compound. Any organic compound having a vapour pressure of 0.01 kPa or more, at 20°C, or having a corresponding volatility under the particular conditions of use.

BACKGROUND

The GECA 25-2011 Floor Coverings standard seeks to define good environmental performance benchmarks for floor coverings throughout their entire life cycle.

GECA standards aim to encourage and recognise environmental benefits in avoiding hazardous chemicals, conserving resources, minimising waste for landfill, and encouraging the use of environmentally preferable materials. Where possible, data from life cycle assessments are used to inform standard criteria. Life cycle assessment is an evolving science and as information becomes available and technologies change, product category requirements will be reviewed and updated.

The environmental impact of floor covering products primarily comes from the different types of raw materials used, products for surface treatment and glue, and from the energy used during manufacturing. In addition, environmental impacts can occur during use and maintenance and when the floor covering reaches the end of its useful life and becomes waste to be recycled/reused/reprocessed or disposed of.

This draft standard identifies the key environmental loads of floor coverings. A schedule of the types of floor coverings assessed in this standard can be found in the Category Scope of the standard. The specific requirements of the standard include product performance, material content, adhesives, emissions during production and post-installation, energy use and waste.

The primary purpose of this standard is to define environmental product criteria for the most harmful environmental and human hazards of flooring and to use these criteria as indicators of general environmental performance of the product.

1. STANDARD CATEGORY SCOPE

Scope schedule

This standard is applicable to a range of floor coverings and carpet underlays that are laid on top of a foundation of concrete or wooden beams and are not part of the building structure. This includes floor covering such as:

- Parquet
- Wooden planks
- Engineered wood products e.g. laminate
- Linoleum
- Bamboo
- Cork
- Rubber
- Vinyl

Exclusions and Notes

Other environmentally innovative floor coverings that do not fit the above categories may be considered for certification provided the product fulfils the requirements of all relevant sections of this Standard. Hard surfacing product applications that are suitable for vertical application and outdoor use such as ceramic tiles, quarried stone and polished concrete are not considered within the scope of this standard. Other categories may be added at a later date.

Flooring adhesive products may be certified under GECA 01 Adhesives.

Demonstration of Conformance

DoC 1.1: Detailed description of the product(s) or product range; and

DoC 1.2: Explanation of applicability of the product(s) to the scope of this standard.

2. 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 may be displayed on the product. The producer/manufacturer must ensure that the product is fit for its intended purpose.

2.1 Applicable Standards and Demonstrated Fitness

Criterion 2: Where required by law, the product must meet the requirements of the relevant Australian Standard or an equivalent national or international standard; or,

The product must independently demonstrate fitness for purpose, or market acceptance, or suitability, or quality.

Demonstration of Conformance

DoC 2.1: A description of the product as it relates to relevant Australian (or other) Standards. If there is no applicable Australian Standard (or international equivalent), or if it is not legally required, this should be clearly stated; and

One of the following forms of evidence:

DoC 2.2: Independent audit or test reports confirming conformance with the relevant Australian or international safety and/or quality standard, if applicable, or

DoC 2.3: Report from an independent organisation (or independent engineer's report) or case studies from existing installations that demonstrate fitness for purpose, market acceptance, suitability or quality.

2.2 Warranty

Criterion 3: The manufacturer must offer a commercial guarantee of five years on the quality of the product, provided the product is used for its intended purpose.

Demonstration of Conformance

DoC 3.1: Evidence of the warranty offer provided to customers. This may be a guarantee certificate or authorised statement on the corporate website.

3. DESIGN FOR ENVIRONMENT

The criteria in this section are intended to address some of the major life cycle factors of a product that may be anticipated in sustainable design and are more easily incorporated during the design phase of product development.

MATERIAL REQUIREMENTS

The requirements in this section apply to each type of material contained in the finished product.

3.1 Timber and Other Natural Materials

Timber and forest industries continue to present problems for environmental groups aiming for consensus based standards. The requirements in this section recognise the efforts of existing specialist forestry standards and aim to reduce the risk of illegal harvesting and biodiversity loss, while also insisting on chain of custody evidence for all material sourced.

Criterion 4: The geographical origin of pre-consumer recycled and virgin fibre material must be documented, allowing confirmation of origin throughout the supply chain. Fibre may be sourced from any combination of FSC or AFS (according to AS 4708-2007, or equivalent PEFC) certified fibre, plantation wood fibre, cellulose fibre, return fibre, cotton fibre, crop residue or other waste fibre.

Any sources that are not certified under a recognised certification scheme (e.g. FSC) must not originate from:

CONTROVERSIAL SOURCES

a. Illegal harvesting

Illegally harvested wood and natural materials are those that are harvested, traded or transported in a way that is in breach with applicable national regulations (such regulations may for example address CITES species, money laundering, corruption and bribery, and other relevant national regulations).

b. Genetically modified organisms

Wood and natural materials from genetically modified organisms are those which have been induced by various means to include genetic structural changes (for a definition of genetically modified, please refer to the European Union Directive 2001/18/EC on the deliberate release of genetically modified organisms in the environment). Traditional breeding programs do not constitute genetic modification.

c. Recently established plantations impacting primary ecosystems

The plantation or agricultural land use must have been established prior to 2000 and not have impacted primary ecosystems at the time of establishment. Establishment includes the logging or destruction of primary forest followed by the establishment of the plantation.

d. Uncertified high conservation value communities

High Conservation Value communities are those that possess one or more of the following attributes:

- Communities containing globally, regionally or nationally significant concentrations of biodiversity values (e.g. endemism, endangered species, refugia); and/or large landscape level communities, contained within, or containing the management unit, where viable populations of most if not all naturally occurring species exist in natural patterns of distribution and abundance.
- Communities that are in [i.e. constitute] or contain rare, threatened or endangered ecosystems.
- Communities fundamental to meeting basic needs of locally indigenous human populations (e.g. subsistence, health) and/or critical to these people's traditional cultural identity (areas of cultural, ecological, economic or religious significance identified in cooperation with such local communities).

For materials sourced from within Australia, please refer to the following:

The EPBC Act List of Threatened Fauna at

<http://www.environment.gov.au/cgi-bin/sprat/public/publicthreatenedlist.pl?wanted=fauna>

The EPBC Act List of Threatened Flora at

<http://www.environment.gov.au/cgi-bin/sprat/public/publicthreatenedlist.pl?wanted=flora>

The EPBC Act List of Threatened Ecological Communities

<http://www.environment.gov.au/cgi-bin/sprat/public/publiclookupcommunities.pl>

The Australian Heritage Database (for listings of areas of cultural significance) at

<http://www.environment.gov.au/cgi-bin/ahdb/search.pl>

For materials sourced from outside Australia, please refer to credible lists detailing threatened species, threatened communities and areas of cultural significance in the respective countries.

Demonstration of Conformance

DoC 4.1: Design specification or schedule of materials for the product, and an estimated total amount of certified wood and/or certified wood fibre used to produce the product annually; and

DoC 4.2: For timber certified under a recognised scheme, a copy of certificate(s) signed by the certification authority FSC, AFS or equivalent certification (e.g. PEFC); and/or

DoC 4.3: For timber not certified under a recognised scheme, Chain of Custody evidence for all product materials including receipts showing geographic and company based origin of materials (this will be checked against any relevant national lists), whether certified or not. Evidence must include latin names and english common names, geographic origin and the supplier. GECA or its designated auditor may request further documentation if necessary.

3.2 Treatment

Criterion 5: Wood and natural materials used in flooring products must not be treated or impregnated with fungicides and insecticides that are classified due to their hazardous nature by the IARC as Group 1 or 2A. IARC 2B classified fungicides and insecticides may not be used where Group 3 or 4 alternatives are available. Refer to: <http://monographs.iarc.fr/ENG/Classification/index.php>

Demonstration of Conformance

DoC 5.1: Signed documentation from the applicant stating that any pesticides used are not classified by the IARC as Type 1 or 2A. The documentation must show the type of wood, origin, certification if applicable and supplier; and include a schedule of all agents used (including CAS numbers and common names) to treat wood and other natural materials. If the applicant does not perform the treatment as part of the manufacturing process, this statement should come from the supplier of the pre-treated timber; or

DoC 5.2: Signed documentation from the supplier stating that an IARC 2B classified fungicide or insecticide is used and that no alternatives are available on the market that do not include IARC 1, 2A or 2B constituents.

3.3 Outdoor Wood Toxicity

Criterion 6: Outdoor wood must not contain more than 0.1 % by weight of any substance carrying the following risk phrases (this criterion must not replace 5.1 Hazardous Materials):

R50 (H400): Very toxic to aquatic organisms;

R51 (H401): Toxic to aquatic organisms;

R52(H402): Harmful to aquatic organisms;

R53 (H410, H411, H412, H413): May cause long-term adverse effects in the aquatic environment;

R56: Toxic to soil organisms; and

R58: May cause long-term adverse effects in the environment.

Demonstration of Conformance

DoC 6.1: Signed declaration of non-use from an Executive Officer of the company, or a statement that the product is for indoor use only.

DoC 6.2: SDS of all materials used, and a calculation of the total content of any relevant (R50-R53) (H400, H401, H402, H410, H411, H412, H413) and R54 – R58 classified) substance in the finished product, if applicable.

3.4 Polymers, Plastics and Foams

Criterion 7: CFC, HCFC, HFC, or methylene chloride must not be used in the production of any plastic or foam, including use as a blowing agent in polyurethane.

It is accepted that recycled content may have been treated or produced with the above substances during their previous life cycle.

Demonstration of Conformance

DoC 7.1: A list of all substances used in the production of the plastics and foams; or

DoC 7.2: Signed declaration of non-use from an Executive Officer of the company that produces the foam.

Criterion 8: Latex or foam must not contain concentrations of 1, 3 butadiene greater than 1 ppm (mg/kg).

Demonstration of Conformance

(Only one of the following DoC is required)

DoC 8.1: Signed declaration of non-use from an Executive Officer of the company that produces the latex or foam, or

DoC 8.2: Report on a test carried out in accordance with the following procedure: A sample of the cured product must be ground and weighed before being analysed. Sampling by use of a headspace sampler. Analysis by means of gas chromatography, detection by use of a flame ionization detector.

Criterion 9: Aniline based amines, and pigments and catalysis based on mercury, lead, cadmium, and chromium must not be used. This criterion does not replace 5.1 Hazardous Materials.

Demonstration of Conformance

DoC 9.1: Signed declaration from supplier describing the expansion process and whether these substances are used.

Criterion 10: Where organic tin catalysts are used in the production of flexible polyurethane, the manufacturer must have in place a contract with a licensed or registered hazardous waste disposal company responsible for the correct disposal of the hazardous waste.

Demonstration of Conformance

DoC 10.1: Copy of the signed contract from the supplier showing agreement between supplier and the licensed or registered hazardous waste disposal company outlining how the hazardous waste will be disposed of.

3.5 Textile Fibres

This requirement is included in order to recognise the complex environmental issues involved in textile manufacture, and reward textile manufacturers that have already taken positive steps towards reducing their environmental loads.

Criterion 11: All virgin fibre in products comprised of textile fibres (e.g. carpet underlay) must:

- a) Be certified by the Environmental Choice Australia ecolabel, the Environmental Choice New Zealand ecolabel, EU Flower ecolabel or the Nordic Swan ecolabel; or
- b) Satisfy the requirements of GECA Standard 19: Textiles; or
- c) Satisfy the requirements of the Hazardous Materials section of this standard.

Recycled content from post-consumer and pre-consumer sources in the finished product must not pose a health risk to the user.

Demonstration of Conformance

DoC 11.1: Evidence of fibre sources, and

DoC 11.2: If applicable, a copy of the Ecolabel licence from the supplier for each textile product used (note: Where an 'alternative and equivalent' ecolabel is nominated, the licence will be accepted if deemed equivalent based on the criteria of the standard and the procedures of the standards setting body and at the auditor's discretion); or

DoC 11.3: Where textile fibres are not certified by an ecolabel, the applicant can demonstrate that the fibres satisfy the requirements of the GECA 19 Textiles standard or the Hazardous Materials section of this standard, by providing a report completed by a GECA approved auditor that demonstrates conformance against the standard; or

DoC 11.4: A schedule of all materials and substances used and where applicable the SDS, chemical names or CAS numbers and/or signed declaration of non-use to establish compliance with the Hazardous Materials section of this standard.

3.6 Rubber

Criterion 12: Halogenated organic substances and phthalates must not be added to rubber during manufacture. This criterion does not replace 5.1 Hazardous Materials.

Post-consumer recycled content that may contain halogenated organic substances or phthalates is permitted provided that these substances are encapsulated in the process of recycling.

Note: all natural rubber derived from virgin or pre-consumer recycled material must comply with section 3.1 Timber and Natural Materials.

Demonstration of Conformance

DoC 12.1: Evidence of material sourcing for any rubber used; and

DoC 12.2: Signed declaration of non-use from an Executive Officer of the Officer of the company that produces the rubber, or

DoC 12.3: Evidence of how the contaminants in recycled material are bound in the final product

4. EMISSIONS

4.1 Air Emissions - Formaldehyde

Criterion 13: Products made from wood and other natural products that contain formaldehyde-based additives, must comply with the following air emission limits for formaldehyde as measured using the Air Chamber, Desiccator or Perforator test methods. Raw timber and natural materials are exempt from this criterion.

Table 1: Limit values for formaldehyde emissions from wood components

Test Protocol	Emission limit
AS/NZS 2269:2004, testing procedure AS/NZS 2098.11:2005 method 10 for Plywood	≤1mg/ L
AS/NZS 1859.1:2004 - Particle Board, with use of testing procedure AS/NZS 4266.16:2004 method 16	≤1.5 mg/L
AS/NZS 1859.2:2004 - MDF, with use of testing procedure AS/NZS 4266.16:2004 method 16	≤1mg/ L
JIS A 5908:2003- Particle Board and Plywood, with use of testing procedure JIS A 1460	≤1mg/ L
JIS A 5905:2003 - MDF, with use of testing Procedure JIS A 1460	≤1mg/ L
JIS A1901 (not applicable to Plywood)	≤1mg/ L
ASTM D5116	≤0.1 (+/- 0.0005) mg/m ² /hr
ASTM D6670	≤0.1 (+/- 0.0005) mg/m ² /hr
ISO 16000 part 9, 10 and 11 (also known as EN 13419)	≤0.1 (+/- 0.0005) mg/m ² hr at 3 days
ASTM D6007	≤0.12mg/m ³ **
ASTM E1333	≤0.12mg/m ³ **
EN 717-1 (also known as DIN EN 717-1)	≤0.12mg/m ³
EN 717-2 (also known as DIN EN 717-2)	≤3.5mg/m ² /hr
* mg/m ² /hr may also be represented as mg/m ² /h	
** The test report must confirm that the conditions of Table 1 comply for the particular wood product type, the final results must be presented in EN 717-1 equivalent (as presented in the table) using the correlation ratio of 0.98.	
*** The final results must be presented in EN 717-1 equivalent (as presented in the table) using the correlation ratio of 0.98.	
Source: modified from Green Building Council of Australia 2010	

Compliance may be demonstrated in one of two ways: either by testing the overall emissions of the final product using the applicable Air Chamber, Desiccator or Perforator test method as outlined above; or by testing the emissions of each component material and calculating the total emissions of the final product based on the quantity of individual components in the respective product. If the latter option is selected, testing should be conducted based on methods outlined in ASTM-D5116: Small Scale Environment Chamber determination of organic emissions from indoor materials/products.

Demonstration of Conformance

DoC 13.1: A copy of the test results showing the applicable protocol and test method used as outlined in Table 1. GECA or its designated auditor may request further documentation if necessary.

4.2 Air Emissions - Volatile Organic Compounds

Volatile Organic Compound (VOC) Emissions

Volatile Organic Compounds (VOC) released by solvents and other substances reduce indoor air quality in buildings. Indoor air quality is vital for occupant health so limiting the VOC content is important for a healthy building.

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Products made from wood and other natural materials that contain formaldehyde-based additives, must also comply with the requirements of criterion 4.1 Formaldehyde Emissions.

Criterion 14: Products must not produce a Total VOC emission greater than 5.0 mg/m²/hr when tested to ASTM D5116 or ISO 16000.

Samples must be tested within three days (72 hours) of manufacture and immediately after unpacking unless specified otherwise by the sampling protocols in the standards listed below. Samples must be packed for delivery to the lab to minimise off-gassing in accordance with laboratory instructions.

Demonstration of Conformance

DoC 14.1: Test reports on VOC emissions using one of the following test methods:

ASTM D5116-06 Standard Guide for Small-Scale Environmental Chamber Determinations of Organic Emissions from Indoor Materials/Products; or

ASTM D6670-01(2007) Standard Practice for Full-Scale Chamber Determination of Volatile Organic Emissions from Indoor Materials/Products.

DoC 14.2: If the sample is not tested within three days of receipt, confirmation from the accredited laboratory of the appropriate treatment of the sample in accordance with the sampling protocol of the relevant ASTM standard requirements.

DoC 14.3: A copy of the lab instructions for sample preparation for delivery to the laboratory.

*Products requiring both formaldehyde emissions and total VOC emissions test results can submit a single test report, provided that the product was tested to ASTM D5116 or ASTM D6670 and the report shows both the formaldehyde and TVOC results.

5. HAZARDOUS MATERIALS

The criteria in this section are intended to address some of the main hazardous substances found within the product category, added to the product, or to ingredients during manufacture. The intention is to reduce the use of hazardous materials and to prevent pollutants entering the environment.

The requirements in this section apply to all materials in the finished product regardless of weight except for 1,3 butadiene and formaldehyde which are subject to the requirements in sections 3.4, and 4.1 respectively. This section is applicable to virgin textile fibres fabrics if not assessed under 3.5 criterion 11a or 11b. Recycled textile fibres and rubber are subject to the conditions set out in 3.5 and 3.6 respectively.

5.1 Hazardous Materials

Criterion 15: 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 during manufacture:

- Heavy metals: antimony, arsenic, cadmium, chromium, copper, lead, mercury, selenium and tin;
- Halogenated organic substances including halogenated organic solvents (e.g. binding agents);
- Elemental chlorine;
- Phthalates;
- Phenols; and
- Potentially explosive chemicals.

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Exemptions for a specific substance may be permitted only where the applicant can demonstrate that the substance:

- is necessary for performance or safety reasons; and
- is stored and managed in a manner that prevents environmental pollution during manufacture; and
- is chemically bound in a way that will prevent environmental pollution upon disposal by landfill or incineration.

The use of any heavy metal coatings or finishes is only permissible in exceptional circumstances where necessary on the grounds of heavy physical wear or in the case of parts that require particularly tight connections.

Note: All substances used in the manufacture of the product must also meet criteria 16 and 17.

Manufacturers that use potentially explosive chemicals must also demonstrate that there is an ISO 14001 Environmental Management System (EMS) in place that requires, at minimum, licensed handlers, and procedures for storage and handling.

Demonstration of Conformance

DoC 15.1: A schedule of the constituent chemical substances in g/kg used in the manufacture of the product that are classified as harmful, and relevant SDS; and

DoC 15.2: Copy of documentation clearly outlining how each chemical is used, managed and stored; and

DoC 15.3: Where an exemption is claimed, a signed declaration from an Executive Director of the applicant company stating that the substance is chemically bound in the finished product, and the purpose for which the given substance is necessary; and

DoC 15.4: If claiming an exemption for potentially explosive chemicals, the applicant must also provide details of the ISO 14001 EMS in place.

Criterion 16: In order to address human and environmental health risks, substances which are classifiable as hazardous according to any of the following categories must not be added to floor covering products or their components, or used in the manufacturing process.

- Acutely toxic substances including any R26-28 (H310, H330, H370) substances, R50-R53 (H400, H401, H402, H410, H411, H412, H413) and R54 – R59 classified substances and Occupational Safety and Health Administration (OSHA) highly hazardous chemicals, toxics and reactives http://www.osha.gov/pls/oshaweb/owadisp.show_document?p_table=STANDARDS&p_id=10647
- Irritants and sensitising agents including R36-38 (H319, H335, H315) and R42-43 (H334, H317) substances
- Carcinogens, teratogens and mutagens including:
 - any R45-49 (H350, H340, H373, H372) substances,
 - IARC group 1 or 2A substances,
 - EU consolidated list of C/M/R category 1 or 2 substances
- Rotterdam Convention Annex III substances
- WHO pesticides 1a and 1b

Exemptions for a specific substance may only be granted for safety or performance considerations provided that

- the substance does not pose a health risk to the end user or manufacturing staff; and
- the applicant can demonstrate that exposure to the substance is below No Observable Adverse Effect Level or zero if NOAEL is unknown; and
- the substance cannot enter the environment during the manufacturing process or as a result of use.

Demonstration of Conformance

DoC 16.1: A schedule of the constituent chemical substances in g/kg used in the manufacture of the product that are classified as harmful, and relevant SDS; and

DoC 16.2: Where an exemption is claimed, the applicant must provide a signed declaration from an Executive Director of the applicant company stating the purpose for which the given substance is necessary; documentation

clearly outlining how each chemical is used, managed and stored; and evidence that human exposure or environmental contamination is prevented.

Criterion 17: The following compounds, their functional derivatives or in-situ precursors must not be added to finished products, their component parts or be used at any stage of the manufacturing process, including as preparatory agents, cleaners or degreasers in the production facility:

- Polybrominated diphenyl ethers (PBDE), or short-chain (<13 C) chlorinated organic flame retardants;
- Pentachlorophenol (PCP);
- Bisphenol A;
- Tar oils (benzo (a) pyrene);
- Fluoropolymer additives;
- Aniline based amines;
- Bis(2-ethylhexyl)phthalate (DEHP), Dibutyl phthalate (DBP), Diallyl Phthalate (DAP) or n-butyl benzyl phthalate (BBP); and
- Aziridine or polyaziridines.

Demonstration of Conformance

DoC 17.1: A schedule of the constituent chemical substances in g/kg used in the manufacture of the product that are classified as harmful, and relevant SDS; or

DoC 17.2: A signed declaration from an Executive Director of the applicant company stating that the above compounds, their functional derivatives or in-situ precursors are not added to finished products, their component parts or be used at any stage of the manufacturing process, including as preparatory agents, cleaners or degreasers in the production facility.

6. MATERIAL EFFICIENCY AND RECYCLED CONTENT REQUIREMENTS

Certified products containing the following materials must meet the following minimum requirements:

Criterion 18: Material efficiency data must be collected for each key step in the manufacturing process in a format that allows for optimisation of production as outlined below. Data shall be collected on an hourly or daily operating basis and include as a minimum:

- a) i. Yield (% input weight/output weight); and
ii. Quantity of post-industrial waste diverted from landfill if applicable.
- b) In addition to this, the manufacturer must provide evidence of research for, or actual improvements in, increasing the proportion of raw material sourced from environmentally preferable materials, including any of the following i) reducing non-renewable material content; ii) increasing rapidly renewable material content; or iii) dematerialisation.
- c) In addition, resource efficient material content must also be maximised as per the following:
 - The manufacturer must recover at least 95% of all post-industrial waste for reuse in alternative processing streams or applications (evidence of contractual agreements must be supplied); or
 - Minimum of 50% post-consumer recycled content, non-petrochemical or rapidly renewable material (animal based fibres or materials excluded).

Demonstration of Conformance

DoC 18.1: Direct and clear inclusion of these requirements in the engineers report (data collection); and product specification details (content). If post-industrial waste is incorporated into alternative processing streams or applications, contractual agreements between the manufacturer and the recycler must be provided.

DoC 18.2: For products claiming recycled material content, chain of custody evidence and contractor receipts showing volumes purchased.

6.1 Waste Minimisation

Criterion 19: 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 19.1: A copy of relevant policies and procedures in use by the company, with relevant sections highlighted; and

DoC 19.2: Site visit confirming the operation of the procedures.

6.2 Separability/Design for Disassembly

Products that are difficult to separate into recyclable parts at end-of-product life are significantly more likely to contribute to landfill, even if the component materials are recyclable. Products designed to be separable into recyclable parts ensure that the end-user or disposer does not face unnecessary barriers to “doing the right thing” at the end of the products useful life, thus minimising the chances of some potentially significant environmental loads.

Criterion 20: The product must be separable into recyclable or re-useable units. Products must be easily disassembled using commonly available tools. Component parts must be easily identifiable for separation. At the discretion of the auditor, instructions for the disassembly method may be required to be provided to with the flooring at point of sale where the method for disassembly is not immediately evident.

Criterion 21: The product must not contain inseparable bonds between material types that may not be processed together in the same recycling stream.

Demonstration of Conformance (for both Criteria 20 and 21)

DoC 21.1: Where the product is comprised of more than two material types, instructions showing how disassembly may be achieved with commonly available tools; or

DoC 21.2: Engineer's report or disassembly demonstration. A demonstration may be performed as part of the site-visit or provided on DVD with an application;

DoC 21.3: Details of materials used in the product. This will be established under previous sections of the standard.

6.3 Coatings and Treatments

Criterion 22: No product or component may be impregnated, labelled, coated or otherwise treated in a manner which would prevent post-consumer recycling. Exemptions may be made for products with a long product life where a coating or treatment would further extend the useful life of the product.

Demonstration of Conformance

(Only one of the following DoC is required)

DoC 22.1: Statement of the type of treatments used and recycling options for each material that is treated; or

DoC 22.2: If an exemption is requested, statement of the expected life span of the product both with and without treatment.

6.4 Product Stewardship

Criterion 23: The applicant must:

- 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 that is able to recycle or refurbish the item. Contractual arrangements with the third party should nominate the estimated volume of product to be processed annually.

Products that cannot be recycled may be reused as raw material input for energy production, provided that the product is comprised of at least 50% renewable material by weight and that all emissions and hazardous waste (including ash) are effectively managed to prevent environmental pollution.

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 program operator(s) must also be made publically available from the official company website.

Demonstration of Conformance

DoC 23.1: Copy of instructions outlining the take-back service including the costs, contact details of the take-back service; and

DoC 23.2: Copy of contractual agreements existing between the applicant and any of the following: third party suppliers, transport companies, charities, second hand retailers or refurbishment companies.

6.5 Product Information

Criterion 24: The manufacturer must provide written information to the user clearly stating:

- The correct use of the product;
- Instructions for correct storage, installation (including recommended adhesive if applicable), and maintenance so as to maximise the product lifetime;
- Maintenance instructions may specify renovation or treatment methods that prolong the duration of the floor. Maintenance instructions must not specify nor require the use of any chemical or coating limited by any part of this standard; and
- Recycling instructions for the product end-of-life.

Demonstration of Conformance

DoC 24.1: A copy of any relevant packaging or user manuals.

6.6 Packaging Requirements

Criterion 25: Halogenated plastics must not be used in product packaging; and

Criterion 26: Used packaging must be able to be recycled by local recycling systems.

Demonstration of Conformance (For Criteria 25 and 26)

DoC 26.1: SDS of all packaging materials; and/or

DoC 26.2: Specification of the chemical name of packaging from the supplier.

7. ENVIRONMENTAL CLAIMS

This section addresses the need to ensure that any environmental claims made beyond the scope of this standard by the manufacturer are verifiable.

Public Claims

Criterion 27: Public claims made by the applicant regarding the products environmental performance that are beyond the scope of this standard (other than GECA certified content) shall be independently verified as compliant with ISO 14021: Environmental Labels and Declarations – ‘Self Declared Environmental Claims’ (Type II Environmental Labelling) requirements. Also refer to the GECA Rules for the Use of the Environmental Choice Australia Mark.

Demonstration of Conformance

DoC 27.1: Report or statement from the applicant listing all public environmental claims regarding the product by the applicant, demonstrating compliance to ISO14021; and

DoC 27.2: A signed declaration from an Executive Director of the applicant company stating that any environmental claims made by the company regarding the product in the future will be verified using ISO 14021 and/or the GECA certification.

8. SOCIAL AND LEGAL COMPLIANCE

This section addresses compliance with law and social attributes of the producer and the applicant company. Criteria for social aspects of the product are required under the international standard on ecolabelling (ISO 14024), and is 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 producers 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.

Note: *In cases where there is a conflict between GECA requirements in this section and relevant legislation or regulations introduced by governments and agencies, national legislation overrides state legislation and state legislation overrides regulations and standards issued by GECA.*

8.1 Environmental Legislation

Criterion 28: The producer of the product and 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 producer is from an overseas jurisdiction, it is that jurisdiction's environmental regulations that apply. Where the producer has been found guilty of a breach of any environmental legislation or permit(s) within the last two years, there must be evidence of corrective action.

Demonstration of Conformance

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

DoC 28.2: Any relevant permits granted by the EPA or an equivalent national, state or local body;

DoC 28.3: List of relevant state and federal legislation; and

DoC 28.4: Evidence of corrective action following a guilty verdict, if applicable.

8.2 Fair Pay

Criterion 29: All employees must be covered by a Federal or State award or 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 producer is from an overseas jurisdiction, the jurisdiction's equivalent regulations apply.

Demonstration of Conformance

DoC 29.1: Signed declaration from an Executive Officer of the organisation;

DoC 29.2: Text or template of a typical workplace agreement offered to employees of the company; and

DoC 29.3: Sample payslips.

8.3 Workplace Safety

Criterion 30: A producer/ applicant company must demonstrate general compliance with State or Territory Legislation concerning Occupational, Health and Safety and/or the Commonwealth Safety, Rehabilitation and Compensation Act 1988, where applicable. Where a producer is from an overseas jurisdiction, it is that jurisdiction's equivalent regulations that apply. Where a producer/ applicant company has been found guilty of a breach of relevant legislation within the last two years, there must be evidence of corrective action.

Demonstration of Conformance

DoC 30.1: Signed declaration from an Executive Officer of the organisation;

DoC 30.2: Copy of the company OH&S policy and procedures; and

DoC 30.3: Evidence of corrective action following a guilty verdict, if applicable.

8.4 Equal Opportunity

Criterion 31: The producer/ 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 producer cannot be in the list of 'named' or non-compliant employers under the Equal Opportunity for Women in the Workplace Act 1999. Where a producer/ applicant company is from an overseas jurisdiction, it is that jurisdiction's equivalent regulations that apply. Where a producer has been found guilty of a breach of relevant legislation within the last two years, there must be evidence of corrective action.

Demonstration of Conformance

DoC 31.1: Signed declaration from an Executive Officer of the organisation;

DoC 31.2: Copy of relevant company policies and procedures;

DoC 31.3: Evidence of corrective action following a guilty verdict, if applicable; and

DoC 31.4: The auditor will verify that the company does not appear on the following list:

http://www.eowa.gov.au/Reporting_And_Compliance/What_Happens_if_my_Report_does_not_Comply/List_of_Non_Compliant_Organisations.asp

8.5 Lawful Conduct

Criterion 32: The producer/ 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 producer is from an overseas jurisdiction, it is that jurisdiction's equivalent regulations that apply. Where a producer has been found guilty of a breach of relevant legislation within the last two years, there must be evidence of corrective action.

Demonstration of Conformance

DoC 32.1: Signed declaration from an Executive Officer of the organisation; and

DoC 32.2: Evidence of corrective action following a guilty verdict, if applicable.

9. EVIDENCE OF CONFORMANCE

9.1 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 appointed auditing body to choose the appropriate option in course of the preliminary stage of the assessment. If none of the recommended DoC requirements stipulated for a particular criterion in the standard is applicable for a product under assessment, then the appointed auditing body may choose an alternative but equivalent source of evidence. In cases where alternative sources of evidence have been accepted for the verification of the product, the auditing body 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 that standard.

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

APPENDIX A APPLICATION CHECKLIST

The Application Checklist guides the applicant through the application and verification process. An applicant may collect all information required for the verification of the product and attach the relevant documents to their application. The table below summarises the DoC requirements for each criterion in the standard.

Criterion No.	Criterion Content	Demonstration of Conformance See standard body for details	Evidence Attached	Complies Y/N or NA
1. Standard Category Scope				
	Standard category scope	Detailed description of the product(s)	<input type="checkbox"/>	<input type="checkbox"/>
		Explanation of applicability to the scope of the standard	<input type="checkbox"/>	
2. Fitness For Purpose				
Criterion 2:	Product meets or exceeds applicable standards and demonstrated fitness levels (only two DoCs required)	Mandatory: Detailed description of the product(s) as it relates to Australian (or other) standards and	<input type="checkbox"/>	<input type="checkbox"/>
		Independent audit or test reports confirming conformance to relevant Australian (or other) standard or	<input type="checkbox"/>	
		Report or case study demonstrating fitness for purpose	<input type="checkbox"/>	
Criterion 3:	5 year commercial guarantee on the quality of the product	Copy of warranty documentation provided to customers	<input type="checkbox"/>	<input type="checkbox"/>
3. Design For Environment				
Criterion 4:	Geographical origin of pre-consumer recycled and virgin timber fibre must be documented Fibre must be sourced from a responsible source	Design specification or schedule of materials for the product, and an estimated total amount of certified wood and/or certified wood fibre used to produce the product annually	<input type="checkbox"/>	<input type="checkbox"/>
		Evidence of certification from a responsible timber fibre source or	<input type="checkbox"/>	
		Chain of custody evidence	<input type="checkbox"/>	
Criterion 5:	Wood and natural materials used in flooring products must not be treated or impregnated with fungicides and insecticides that are classified due to their hazardous nature by the IARC as Group 1 or 2A.	Signed documentation from the applicant stating that any pesticides used are not classified by the IARC as Type 1 or 2A, or	<input type="checkbox"/>	<input type="checkbox"/>
		Signed documentation from the supplier stating that an IARC 2B classified fungicide or insecticide is used and that no alternatives are available on the market that do not include IARC 1, 2A or 2B constituents	<input type="checkbox"/>	

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Criterion 6:	Outdoor wood must not contain more than 0.1 % by weight of any substance carrying the following risk phrases	Signed declaration of non-use from an Executive Officer of the company, or a statement that the product is for indoor use only.	<input type="checkbox"/>	<input type="checkbox"/>
		SDS of all materials used, and a calculation of the total content of any relevant (R50 – R58 classified) substance in the finished product, if applicable.	<input type="checkbox"/>	
Criterion 7:	CFC, HCFC, HFC, or methylene chloride must not be used in the production of any plastic or foam, including use as a blowing agent in polyurethane	A list of all substances used in the production of the plastics and foams	<input type="checkbox"/>	<input type="checkbox"/>
		Signed declaration of non-use	<input type="checkbox"/>	
Criterion 8:	Latex or foam must not contain concentrations of 1, 3 butadiene greater than 1 ppm (mg/kg).	Signed declaration of non-use	<input type="checkbox"/>	<input type="checkbox"/>
		Test report for method specified	<input type="checkbox"/>	
Criterion 9:	Aniline based amines, and pigments and catalysis based on mercury, lead, cadmium, and chromium must not be used.	Signed declaration from supplier describing the expansion process and whether these substances are used.	<input type="checkbox"/>	<input type="checkbox"/>
Criterion 10:	Where organic tin catalysts are used in the production of flexible polyurethane, the manufacturer must have in place a contract with a licensed or registered hazardous waste disposal company responsible for the correct disposal of the hazardous waste.	Copy of the signed contract from the supplier showing agreement between supplier and the licensed or registered hazardous waste disposal company outlining how the hazardous waste will be disposed of.	<input type="checkbox"/>	<input type="checkbox"/>
Criterion 11:	All virgin fibre in products comprised of textile fibres (e.g. carpet underlay) must: a) Be certified by the Environmental Choice Australia ecolabel, the Environmental Choice New Zealand ecolabel, EU Flower ecolabel or the Nordic Swan ecolabel; or b) Satisfy the requirements of GECA Standard 19: Textiles; or c) Satisfy the requirements of the Hazardous Materials section of this standard.	Evidence of fibre sources	<input type="checkbox"/>	<input type="checkbox"/>
		If applicable, a copy of the Ecolabel licence from the supplier for each textile product	<input type="checkbox"/>	
		If not certified, a report showing that the fibre satisfies the requirements of GECA 19.	<input type="checkbox"/>	
		A schedule of all materials and substances used	<input type="checkbox"/>	

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Criterion 12:	Halogenated organic substances and phthalates must not be added to rubber during manufacture.	Evidence of material sourcing for any rubber used	<input type="checkbox"/>	<input type="checkbox"/>
		Signed declaration of non-use from an Executive Officer of the Officer of the company that produces the rubber	<input type="checkbox"/>	
		Evidence of how the contaminants in recycled material are bound in the final product	<input type="checkbox"/>	
4. Emissions				
Criterion 13:	Products made from wood and other natural products that contain formaldehyde-based additives, must comply with the air emission limits for formaldehyde	A copy of the test results showing the applicable protocol and test method used as outlined in Table 1.	<input type="checkbox"/>	<input type="checkbox"/>
Criterion 14:	Products must not produce a Total VOC emission greater than 5.0 mg/m ² /hr when tested to ASTM D5116 or ISO 16000	Test reports on VOC emissions using one of the specified test methods	<input type="checkbox"/>	<input type="checkbox"/>
		If the sample is not tested within three days of receipt, confirmation from the accredited laboratory of the appropriate treatment of the sample in accordance with the sampling protocol of the relevant ASTM standard requirements.	<input type="checkbox"/>	
		A copy of the lab instructions for sample preparation for delivery to the laboratory		
5. Hazardous Materials				
Criterion 15:	In order to promote the reduction of pollutant hazards in the manufacture, use, or disposal of products, the specified substances (and where appropriate, their compounds) must not be added to products during manufacture	A schedule of the constituent chemical substances used in g/kg	<input type="checkbox"/>	<input type="checkbox"/>
		Copy of documentation clearly outlining how each chemical is used, managed and stored	<input type="checkbox"/>	
		Where an exemption is claimed, a signed declaration from an Executive Director	<input type="checkbox"/>	
		If claiming an exemption for potentially explosive chemicals, the applicant must also provide details of the ISO 14001 EMS in place.	<input type="checkbox"/>	
Criterion 16:	In order to address human and environmental health risks, substances which are classifiable as hazardous according to any of the specified categories must not be added to floor covering products or their components, or used in the manufacturing process	A schedule of the constituent chemical substances in g/kg used in the manufacture of the product that are classified as harmful, and relevant SDS	<input type="checkbox"/>	<input type="checkbox"/>
		Where an exemption is claimed, the applicant must provide a signed declaration from an Executive Director of the applicant company	<input type="checkbox"/>	

Criterion 17:	The specified compounds, their functional derivatives or in-situ precursors must not be added to finished products, their component parts or be used at any stage of the manufacturing process	A schedule of the constituent chemical substances in g/kg used in the manufacture of the product	<input type="checkbox"/>	<input type="checkbox"/>
		A signed declaration from an Executive Director of the applicant company	<input type="checkbox"/>	
6. Material Efficiency and Recycled Content Requirements				
Criterion 18:	Material efficiency data must be collected for each key step in the manufacturing process in a format that allows for optimisation of production	Direct and clear inclusion of these requirements in the engineers report	<input type="checkbox"/>	<input type="checkbox"/>
		For products claiming recycled material content, chain of custody evidence and contractor receipts showing volumes purchased	<input type="checkbox"/>	
Criterion 19:	The manufacturer must have effective policies and procedures to minimise waste, including measures to recycle waste materials from the production process	A copy of relevant policies and procedures in use by the company, with relevant sections highlighted	<input type="checkbox"/>	<input type="checkbox"/>
		Site visit confirming the operation of the procedures.	<input type="checkbox"/>	
Criterion 20:	The product must be separable into recyclable or re-useable units	Where the product is comprised of more than two material types, instructions showing how disassembly may be achieved with commonly available tools; or	<input type="checkbox"/>	<input type="checkbox"/>
		Engineer's report or disassembly demonstration. A demonstration may be performed as part of the site-visit or provided on DVD with an application;	<input type="checkbox"/>	
Criterion 21:	The product must not contain inseparable bonds between material types that may not be processed together in the same recycling stream	Details of materials used in the product. This will be established under previous sections of the standard	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	
Criterion 22:	No product or component may be impregnated, labelled, coated or otherwise treated in a manner which would prevent post consumer recycling	Statement of the type of treatments used and recycling options for each material that is treated	<input type="checkbox"/>	<input type="checkbox"/>
		If an exemption is requested, statement of the expected life span of the product both with and without treatment	<input type="checkbox"/>	
Criterion 23:	The applicant must have a suitable product stewardship arrangement in place	Copy of instructions outlining the take back service including the costs, contact details of the take-back service	<input type="checkbox"/>	<input type="checkbox"/>
		Copy of contractual agreements existing between the applicant and any of the following: third party suppliers, transport companies, charities, second hand retailers or refurbishment companies	<input type="checkbox"/>	

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Criterion 24:	The manufacturer must provide written information to the user	A copy of any relevant packaging or user manuals	<input type="checkbox"/>	<input type="checkbox"/>
Criterion 25:	Halogenated plastics must not be used in product packaging	SDS of all packaging materials; and/or	<input type="checkbox"/>	<input type="checkbox"/>
Criterion 26:	Used packaging must be able to be recycled by local recycling systems	Specification of the chemical name of packaging from the supplier	<input type="checkbox"/>	
7. Environmental Claims				
Criterion 27:	Public claims made by the applicant regarding the products environmental performance that are beyond the scope of this standard must comply with ISO 14021	Report or statement from the applicant listing all public environmental claims regarding the product by the applicant, demonstrating compliance to ISO14021	<input type="checkbox"/>	<input type="checkbox"/>
		Signed declaration from an Executive Director of the applicant company stating that any environmental claims made by the company regarding the product in the future will be verified using ISO 14021 and/or the GECA certification	<input type="checkbox"/>	
8. Social and Legal Compliance				
Criterion 28:	The producer of the product and applicant company are required by law to comply with relevant environmental legislation and government orders at the Local, State, and Commonwealth levels	Signed declaration from an Executive Officer of the organisation	<input type="checkbox"/>	<input type="checkbox"/>
		Any relevant permits granted by the EPA or an equivalent national, state or local body	<input type="checkbox"/>	
		List of relevant state and federal legislation	<input type="checkbox"/>	
		Evidence of corrective action following a guilty verdict, if applicable	<input type="checkbox"/>	
Criterion 29:	All employees must be covered by a Federal or State award or 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	Signed declaration from an Executive Officer of the organisation	<input type="checkbox"/>	<input type="checkbox"/>
		Text or template of a typical workplace agreement offered to employees of the company	<input type="checkbox"/>	
		Sample payslips	<input type="checkbox"/>	

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Criterion 30:	A producer/ applicant company must demonstrate general compliance with State or Territory Legislation concerning Occupational, Health and Safety and/or the Commonwealth Safety, Rehabilitation and Compensation Act 1988, where applicable	Signed declaration from an Executive Officer of the organisation	<input type="checkbox"/>	<input type="checkbox"/>
		Copy of the company OH&S policy and procedures	<input type="checkbox"/>	
		Evidence of corrective action following a guilty verdict, if applicable	<input type="checkbox"/>	
Criterion 31:	The producer/ 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 producer cannot be in the list of 'named' or non-compliant employers under the Equal Opportunity for Women in the Workplace Act 1999	Signed declaration from an Executive Officer of the organisation	<input type="checkbox"/>	<input type="checkbox"/>
		Copy of relevant company policies and procedures	<input type="checkbox"/>	
		Evidence of corrective action following a guilty verdict, if applicable	<input type="checkbox"/>	
		The auditor will verify that the company does not appear on the specified list	<input type="checkbox"/>	
Criterion 32:	The producer/ 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)	Signed declaration from an Executive Officer of the organisation	<input type="checkbox"/>	<input type="checkbox"/>
		Evidence of corrective action following a guilty verdict, if applicable	<input type="checkbox"/>	

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