



Ecolabel for Office Furniture

PE-165.04

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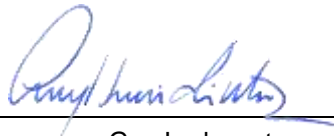
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Record Reviews

Review	Date	Description of alteration	Observations
02	10/06/2013	Item 6.2.3 review	
03	08/08/2013	Item 5	
04	20/07/2015	Items Review 2; 6.2.2; 6.2.3; 6.3.5; 6.8; 9.3 and 9.4; Inclusion of items 6.7, 6.8, 6.9, 6.10 and 6.11	Changes in the general format

Review	Verification	Approval
	P/ 	
Renata Rocha Technical Assistant	Isabel Sbragia Technical Analyst	Guy Ladvoct Systems Certification Manager



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0 Introduction

The Environmental Labeling Program of ABNT was developed to support a continuous effort in order to improve and/or maintain the environmental quality through reduction of energy and material consumption, as well as through the minimization of pollution's impacts generated by production, use and disposal of products and services.

This document was prepared based on a general view about the evaluation of product life cycle, as set on standard ABNT NBR ISO 14024 for Type I Ecolabelling program, and based on information about specifications of similar products from other environmental labeling programs developed by other members of Global Ecolabelling Network (GEN).

1 Objective

This procedure sets the requirements that the product "office furniture" available at Brazilian market, must comply to obtain the license for using ABNT Environmental Quality Label (ABNT Ecolabel)

2 Normative References

The documents listed below contain the dispositions which, through reference in this text, constitute valid requirements for this procedure. The editions indicated were valid at the time of this publication. As the documents are open to review, it is recommended to those that use this procedure verify the convenience of using the most recent editions of the documents listed.

- ABNT NBR ISO 14001:2004 - Environmental Management Systems – Requirements with guidance for use.
- ABNT NBR ISO 14020:2002 - Labelling and environmental statements – General principles.
- ABNT NBR ISO 14024:2004 - Labelling and environmental statements – Environmental Labelling type I – Principles and procedures.
- ABNT NBR ISO 14040:2001 - Environmental management – evaluation of life cycle – Principles and structure
- ABNT NBR ISO 10004:2004 - Solid residues – Classification
- PG-11 - General Procedure of ABNT conformity mark – Environmental Quality
- PG-12 - Guideline for elaboration of ABNT conformity Mark – Environmental Quality
- ABNT NBR 14810:2006 - Medium density particleboard (MDP)
- ABNT NBR 15308:2005 - Medium density fiberboard (MDF)

OBS: PG-11 and PG-12 documents can be found in the updated versions on the link: www.abntonline.com.br/sustentabilidade



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3 Definitions

3.1 Type I Environmental Labelling Programme

Third part voluntary program, based on multiple criteria, which grants a license that authorizes the use of environmental labels in products, indicating the environmental preference of a product within a specific product category, based on life cycle considerations (ABNT NBR ISSO 14024).

3.2 Life-Cycle Assessment (LCA)

LCA considers the environmental impacts during life time (from cradle to grave) from the extraction of raw materials, production process, use, to the final disposal. The general impact categories to be considered include resources depletion, human health and ecologic consequences.

3.3 Wooden Derivatives

- a) **Medium density particleboard (MDP)** - The particles are positioned differently, with the biggest placed at the center and thinner at the outer surfaces forming three layers. They are compressed and agglutinated to each other with synthetic resin through the joint action of pressure and heat in continuous press of the latest generation. It is a homogeneous panel and high dimensional stability (width, length and thickness), resisting flexion and the removal of fasteners and is particularly suitable for furniture and woodworking industries, in furniture production of straight lines.
- b) **Medium Density Fiberboard (MDF)** - Wood fibers are agglutinated and compacted to each other and with synthetic resin through the concerted action of pressure and heat in continuous press of the latest generation. It is a panel whose main feature and its ability to machining, both at the edges and in the faces. With proper density and perfect homogeneity provided by the fibers can be easily turned, stamped and perforated. Widely used in furniture industry.
- c) **Hard fiber plate** - are produced with wood fibers agglutinated by high-temperature process (heat), time and pressure. Does not receive synthetic resin as it is hot pressed by the wet process that reactivates the natural binders of the wood itself, lignin. The main feature is the high density physical and chemical resistance can be stamped, machined, sheared, painted and molded. Widely used as ceilings, partitions and doors.
- d) **HDF (High Density Fiberboard)** - wood fibers are agglutinated and compacted to each other with synthetic resin through the concerted action of pressure and heat in continuous press of the latest generation. The main feature of HDF with high density is two smooth surfaces providing a uniform surface can also be machined. Often used in ceilings, partitions, doors and laminate flooring.

3.4 Inhalable Particulate Matter

These are materials that present a risk when deposited anywhere in the respiratory tract.

3.5 Respirable Particulate Matter

Materials that are considered a risky when deposited in the gas exchange region.

4 Acronyms

The acronyms used in the text of this Specific Procedure are the following:



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- ABNT - Associação Brasileira de Normas Técnicas
- ACV - Life cycle assessment
- CT - Technical Coordination
- GSI - Systems Certification Management
- ISO - International Organization for Standardization
- IARC - International Agency for Research on Cancer
- GEN - Global Ecolabelling Network
- MSDS - Material Safety Data Sheets
- ABNT/CTC - ABNT Technical Certification Committee

5 Product Scope

The products covered by this procedure, which is part of the category "office furniture" and whose main raw material is "wood panel and glass", are as follows: Partitions; tables; Work stations; chests of drawers; Cabinets.

6 Technical criteria.

6.1 Fitness for purpose

The product shall be suited for its intended application. Certain quality and durability standards shall be involved in the product. The Fitness for purpose of product shall be proved by the manufacturer. This can be achieved by presenting tests performed on the products in selected laboratories according to the item 8 of this procedure. The tests shall be performed as specified in the Brazilian technical standards. For companies located in other countries, as proof of fitness for use shall be agreed with the ABNT.

6.2 Raw material criteria

6.2.1 Wood derivatives

The manufacturer shall:

- a) To have a sustainable wood purchasing policy and a system to identify and verify the origin of the wood and follow its path from the forest to the entrance at the factory.
- b) To ensure that all wood is originates from legal sources. The wood can not come from protected areas or areas for which is an ongoing official process with a view to their classification as protected areas of primary forest or high conservation value forests defined in national proceedings, unless the their acquisition is clearly compatible with national rules on conservation.
- c) Document the source of all wood.
The manufacturer can evidence conformity to this item, featuring:
 - 1) Documentation of the legal extraction, provided by governmental bodies of licensing and supervision;
 - 2) Forest management certification or chain of custody issued by independent organizations, whose standards contemplate the field verification and documentation that are legitimate sources of timber and other forest products.



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6.2.2 Dangerous substances and preparations

All dangerous substances and preparations used in the production of derived of wood shall comply the following requirements:

- a. Wood preservatives shall be used, those registered at the environmental agency ; (link: <http://www.ibama.gov.br/qualidadeambiental/madeira/>);
- b. The following compounds, its functional derivatives or precursors should not be added in place to the panel boards or be used at any stage of the manufacturing process, including as preparatory agents, degreasing or cleaning products in the production unit:
 - Halogenated organic solvents or binding agents;
 - Additives for polymers fluorine or chlorine;
 - Phthalates: DEHP, DBP, DBH, BBP, DMP, DMT, DEP, DMEP and DIBP;
 - Aziridine or polyaziridines;
 - Pigments and additives containing tin, lead, arsenic, chromium, copper, cadmium, mercury, tin, antimony and its compounds;
 - Polybrominated diphenyl ethers, or short chain chlorinated (≤ 13 C), organic flame retardants;
 - Pentachlorophenol (PCP);
 - Benzo [a] pyrene.

The manufacturer shall evidence conformity to this requisite through a non-use declaration of any of the listed substances. If the wood products supplier has the ABNT eco-label for the used product, this requirement is considered met.

6.2.3 Formaldehyde

- a) The used panels shall be classified as E1 class, as follows:

Content of formaldehyde emission	E1 Class	Standards
Panels without covering or coated on one side: Method <i>perforator</i>	≤ 8 mg/100 g	ABNT NBR 14810-2 ABNT NBR 15316-2
Coated panels on both sides: Method gas analysis method	$\leq 3,5$ mg/m ² h	EM 717-2

NOTE: In the case of covering on one side, the coated side shall first be removed or sanded to perform the test by the perforator method.

At the discretion of ABNT, during audits, samples can be collected for testing purposes, based on the reference standards described above.

- c. Wooden panels acquired for the products manufacture within the certification scope shall been purchased by the furniture manufacturer with the E1 formaldehyde emission classification, even being coated or not.



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6.2.4 Fungicides and insecticides

Wood and natural materials used in the product should not be treated or impregnated with fungicides and insecticides that are classified through their dangerous nature by IARC as type 1 or 2.

Consult: <http://monographs.iarc.fr/ENG/Classification/ClassificationsGroupOrder.pdf>

6.2.5 Tissues

- a. The manufacturer and/or supplier should not use the dyes listed below, in the use of tissues for the manufacture of furniture.

Colorants	Number structure C. I.	CAS N°
C.I. Disperse Blue 3	C.I. 61 505	2475-45-8
C.I. Disperse Blue 7	C.I. 62 500	3179-46-9
C.I. Disperse Blue 26	C.I. 63 305	-
C.I. Disperse Blue 35	-	12222-75-2
C.I. Disperse Blue 102	-	12222-97-8
C.I. Disperse Blue 124	-	61951-51-7
C.I. Disperse Brown 1	-	23355-64-8
C.I. Disperse Orange 1	C.I. 11 080	2581-69-3
C.I. Disperse Orange 3	C.I. 11 005	730-40-5
C.I. Disperse Orange 37	-	-
C.I. Disperse 76	C.I. 11 132	-
C.I. Disperse Red 1	C.I. 11 110	2872-52-8
C.I. Disperse Red 11	C.I. 62 015	2872-48-2
C.I. Disperse Red 17	C.I. 11 210	3179-89-3
C.I. Disperse Yellow 1	C.I. 10 345	119-15-3
C.I. Disperse Yellow 9	C.I. 10 375	6373-73-5
C.I. Disperse Yellow 39	-	
C.I. Disperse Yellow 49	-	



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b. Azo dyes which can decompose in any of the following aromatic amines shall not be used:

AMINA	CODE
4-aminobiphenyl	(92-67-1)
Bencidina	(92-87-5)
4-chloro-o-toluidine	(95-69-2)
2-naphthylamine	(91-59-8)
o-Aminoazotoluene	(97-56-3)
2-amino-4-nitrolueno	(99-55-8)
p-chloroaniline	(106-47-8)
2,4-diaminoanisol	(615-05-4)
4,4'-diaminodiphenylmethane	(101-77-9)
3,3'-dichlorobenzidine	(91-94-1)
3,3'-dimethoxybenzidine	(119-90-4)
3,3'-dimetilbenzidina	(119-93-7)

AMINA	CODE
3,3'-dimethyl-4,4'-diaminodiphenylmethane	(838-88-0)
p-cresidine	(120-71-8)
4,4'-oxydianiline	(101-80-4)
4,4'-tiodianilina	(139-65-1)
o-toluidine	(95-53-4)
2,4-diaminotoluene	(95-80-7)
2,4,5-trimethylaniline	(137-17-7)
4-aminoazobenzene	(60-09-3)
o-anisidine	(90-04-0)
2,4-xylidine	(95-68-1)
2,6-xylidine	

The manufacturer may show conformity with this requirement by the declaration of non-use of the listed dyes.

At the discretion of ABNT, during audits samples may be collected for performing tests in accordance with the following standards or similar: BS EN14362-1 and 2: 2003.

If the tissue supplier has the ABNT Ecolabel for the tissue used, this requirement is considered complied.

6.3 Criteria for the production process

6.3.1 Formaldehyde

The manufacturer shall not use formaldehyde in the production process.

6.3.2 Particulate matter

- The manufacturer shall ensure that the particulate material (wood dust), issued in the process of production, is not released into the atmosphere.
- The manufacturer shall ensure the protection of personnel involved in activities potentially issuers of particulate matter. The concentration of particulate material in the air should be less than 3 mg / m³ for breathable material and less than 10 mg / m³ for inhalable material.

6.3.3 Plaster

Materials containing plaster or mineral panels in quantity superior to 5% of the weight of the product shall contain a minimum of 10% of the content of recycled materials.



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6.3.4 Glass

Glass components of the furniture should be easily replaceable in case of damage. The manufacturer shall demonstrate the versatility of replacement during the audits.

6.3.5 Storage of chemicals products

a) In case that the manufacturer stores hazardous or harmful materials to the environment, should follow the rules and laws applicable for, the environmental, health and safety.

b) The MSDS (Material Safety Data Sheets) should be close to the chemical eventually stored.

6.4 Package criteria

6.4.1 The packaging used in the product shall be manufactured from recycled material.

6.4.2 Information for users

a) The labeled product shall be accompanied by:

I. Instructions for replacement of any damaged glass elements.

II. Name of wood species used.

III. Materials that can be reused, for example textile.

IV. Indicate that the product comes from forests with forest management and has use limited to hazardous substances.

V. To inform clients in a manual form of final disposal of the product.

b) The manufacturer shall provide a sample of the information material given with the product bearing the eco-label for approval of ABNT.

6.5 Criteria for final disposal

a. The product shall be easily recyclable. It shall be provided to the consumer a description of the best ways to dispose of the product (reuse, recycling) classified according to their environmental impact.

b. For each option should be clearly described the precautions to take to limit the environmental impact. For conformity with this item the manufacturer and/or his supplier shall provide a sample of the information that will be provided to the consumer and a justification of the recommendations for approval of ABNT.

c. If the product is not recyclable (or separable into recyclable parts) in major local recycling processes, the manufacturer shall accept its product back without additional charge (excluding shipping costs) or through agreements with a local recycling company to receive the product. This



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situation extends to cases where recyclables are in regions that do not have proper structure for recycling.

6.6 Distribution Criteria

6.6.1 Own transport

In case the manufacturer has in his own facility gas stations for own consumption, the company shall have contention/prevention measures and emergency procedures in case of leakage, fire and explosion.

- a. The manufacturer shall implement a Program for product transport and distribution logistics optimization. This program shall:
 - I. This program shall establish the reduction on fossil fuels, with established and periodically monitored goals.
 - II. The program, whenever possible, shall consider the use of transportation means which are less pollutant or with less environmental impacts (electrical motorization, hybrid vehicles, multi-fuel vehicles, run by ethanol, GNV, biodiesel, etc), including the company with the referred goals.
- b. Distribution programs should ensure that vehicles are maintained with their regulated engines in order to reduce fuel consumption and emissions.
- c. In case where the manufacturer has in its facilities, fuel filling stations for own consumption, should have containment/prevention measures and emergency procedures, in case of spillage, fire and explosion. Filling stations shall be licensed by the competent environmental agency.
- d. If the manufacturer realized the maintenance of its fleet in third-party site, it shall be licensed by the competent environmental agency. Vehicle licensing and maintenance records should be kept.

6.6.2 Outsourced transportation

- a. In case the manufacturing company uses outsourced transportation, those companies must be qualified based on criteria that include environmental aspects that consider, at least, the following:
 - I. Emissions control, periodic maintenance program;
 - II. Legal documentation for chemicals transportation (if necessary), environmental license (if necessary), certificate of regularity;
 - III. Periodic training for employees and conformity with CONTRAN (ANTT);

6.7 Steel

6.7.1 Cut and Fold

For the cutting and bending step of steel plates the following situations are considered:

- I. The product is cut and folded in the same steel manufacturing facility (integrated manufacturing process);



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II. The product is cut and folded into an accredited unit where, after the activity, is commercialized

III. At the same location.

- a. The environmental legislation of the unit shall be complying;
- b. The manufacturer shall ensure that the noise emission of the cutting and bending process, has the controls needed to ensure the health and safety of employees as well as units;

3. If the manufacturer outsource the cutting and folding of the product shall meet the following requirements:

- a) The environmental legislation of the unit shall be comply;
- b) Shall be ensure of the traceability of all products throughout the production chain;
- c) The unit responsible for cutting and bending activity shall comply with all relevant criteria of this procedure.

6.7.2 Process of metals treatment

In the degreasing process and pickling bath, degreasing and phosphatizant chemicals should not be used that are classified as highly toxic and hazardous to health and the environment. And cannot have the following specific risks natures attributed to dangerous substances and mixtures ('R' phrases):

- R40: Limited evidence of a carcinogenic effect;
- R46: May cause heritable genetic damage;
- R62: Possible risk of impaired fertility.

6.7.3 Steel plates

The steel plates should not be coated with chromium, nickel, tin and its compounds. They are allowed in some components such as hinges, handles, screws, nuts, washers, locks, feet and glass holder.

6.7.4 Painting

- a) The surface covering operation performed by spraying such as paint or varnish application gun shall be held in own compartment provided with local ventilation system (hood), and efficient equipment for the retention and / or recovery of material under aerosols with pigments, gases, organic solvent vapors or particulate matter.
- b) The resulting material collection, if possible, should be reused in the process. If re-use, should be given correct destination is not possible, as environmental legislation, the residue.

Transitional provision: after 24 months of approval of this procedure, the resulting material collection will be reused in the process.

If the manufacturer outsources the painting process, the units responsible for the activity shall be in comply with the criteria established in this procedure.



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6.8 Effluents

- a) For the discharge of effluents generated in the production process, the manufacturer shall have procedures to minimize the related environmental impact.
- b) It shall be analyzed all the parameters relating to heavy metals and phosphates described in the more restrictive environmental legislation.

At the discretion of ABNT, during audits samples of the effluent can be collected for performing tests in accordance with the following standards or similar:

1. - Metals by Flame Atomic Absorption Spectrometry - Acetylene - SMWW - 21th Ed 2005 - Part 3000 - Method 3111B;
- 2 - Determination of Phosphorus and phosphates by Colorimetric 22th Ed 2012 - Method:. 4500-P B and E.

6.9 Synthetic Resin

- a) PVC components used in the finished product shall be easily separated. The manufacturer shall demonstrate the versatility of separation during audits.
- b) It is recommended that, if possible, the PVC used be recycled or reused.
- c) PVC waste should be collected and sent for proper disposal, for an authorized company by the environmental agency.

6.10 Environmental criteria applicable to the manufacturing process

6.10.1 Energy Management

- a) The manufacturer should establish an optimization and monitoring program of energy consumption with appropriate reduction targets.
- b) the program should consider training and consciousness of its employees acting on behalf the organization.

6.10.2 Water Management

- a) The manufacturer should establish an optimization and monitoring program of water consumption with appropriate reduction targets.
- b) The Program should consider reusing water wherever possible, as well as cleaning and sanitizing procedures of machinery, equipment, transfer pipes and hoses, among others, when possible.
- c) The program should consider training and consciousness of its employees acting on behalf the organization.



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6.10.2 Waste Management

e) The manufacturer shall establish a waste management program that considers: the non-generation, reduction and reuse or recycling in order to ensure its optimization and proper disposal of waste streams, including recyclables.

b) All waste should be classified according to the standard ABNT NBR 10004.

c) If the process has dangerous by-products as one of its results, this shall be segregated and should be taken appropriate measures for recycling / reuse (if applicable) or elimination.

d) The program should consider training and consciousness of its employees acting on behalf the organization.

Transitional provision: after 24 months from the approval of this procedure the waste management program should cover the reverse logistics of packaging materials generated in the process, if applicable.

6.11 Self - Control

During the audits, the manufacturer shall demonstrate to ABNT how controls its production process in order to maintain the product in comply with the criteria established in this procedure.

This systematic is subject to approval of ABNT and may be considered a non-conforming item if it is not approved.

7 Meeting legal requirements

7.1 Complying with environmental legislation

The manufacturing company shall comply with (or exceed) the legislation and applicable environmental regulations, at federal, state and municipal scope, considering, but not limiting to, aspects related to emissions, effluents and residue. Whenever the manufacturing company is from abroad, the environmental regulations from that country are applicable.

7.2 Conformity with labor, anti-discrimination and safety regulations

The manufacturer shall show that all the employees are hired according to Brazilian legislation, by CLT or any other type of labor contract legally accepted. The general conformity with federal, state and municipal legislation related to employee's Safety and Occupational Health shall be proved. Whenever the manufacturer is from abroad, the regulations on non-discrimination, occupational safety and health and labor legislation from that country, is applicable.

At ABNT's discretion, the conformity with this requirement shall be proved with a statement signed by the Senior Executive.



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8 Use of Test laboratories

It is the responsibility of ABNT select the laboratory for performing the tests used in the processes of grant and maintenance of ABNT Environmental Quality Label (ABNT – Ecolabel).

If the used laboratories is accredited by Inmetro or by international accreditation bodies with mutual recognition agreement with Inmetro, laboratories do not need to be evaluated.

When non-accredited labs are used, they will be evaluated in accordance with the requirements stated on Item 7.5 of PG-11.0A – General Procedure for ABNT Environmental Quality Label

In case of use a first part laboratory (from manufacturer), ABNT shall monitor the implementation of all tests In order to grant or maintenance of certification, regardless If laboratory is accredited or not.

9 Description of the certification process

9.1 Documentation

The manufacturer must send the documentation listed below to analyze:

- a) Specification of each product to be certified;
- b) Copy of Social contract registered at the Commercial Register;
- b) Facility lay out;
- c) Updated geographical location (specifying the surrounding areas of the site – Rivers, preservation areas, communities, industries, among others);
- d) List of the main raw material used in the production process;
- e) List of main inputs that are necessary to realize the production process;
- f) Environmental licenses;
- g) Schematic flow chart of the production process, from raw material input to the final product ;
- h) Internal flow of water, energy, residue, effluents and emissions, related to the manufacturing of the product object of the concession.

9.2 Preliminary Analysis

The documentation shall be analyzed by ABNT concerning its content and fitness for purpose, solving punctual pending matters with the manufacturer.

9.3 Pre-audit (optional)

After approval of presented documentation, ABNT will pre-audit manufacturer's factory with the following objectives:



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- a) Evaluate the manufacturer's location and specific conditions of the place;
- b) Verify the manufacturer's preparation level for the certification audit;
- c) Evaluate the manufacturer's understanding about the criteria to be met in order to obtain the certification;
- d) Collect necessary information concerning the processes and location of the company, legal and regulatory aspects;
- e) Evaluate the resources allocation for the certification audit, as well as facilitate its planning.

9.4 Fitness for purpose Audit

ABNT will perform a fitness for purpose audit at manufacture's factory, with the following objectives:

- a) Assess the manufacturer location and its specific site conditions;
- b) Resolve any questions about the certification process of ABNT Ecolabel program;
- c) Verify the Organization activities and processes and its framework to the selected criteria;
- d) Check the possible need for adaptation / modification of the criteria to which the company fits.

9.5 Certification Audit

Once any doubts are cleared out or any documentation pending matters are solved, as well as any other observations made in the pre-audit, the certification audit will be preform and it shall include the following aspects:

9.5.1 Products Evaluation

ABNT shall analyzed within the manufacturer if the products to be certified are being produced according to the specifications presented, as well as the way the manufacturer controls its production process in order to assure the conformity with requirements.

9.5.2 Conformity assessment of technical criteria and legal requirements

ABNT will evaluate whether the product and/or the manufacturer's processes, object of the certification, meet the established criteria in items 6 and 7 of this procedure, through documents, interviews, production process monitoring, records, etc.

For the criteria that cannot be evaluated during audit, for example those needing laboratory tests for approval, manufacturer shall show how the production process is controlled, as well as their relationship with suppliers, distributors and/or clients, in order to meet criteria. For these cases, at ABNT's discretion, during audits, samples for lab tests can be collected according to item 8 of this procedure.



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9.5.3 Samples and Test collection

The samples collected by ABNT for tests shall include the first sample, the counters-sample and the control sample. The samples will be sealed by ABNT. The identification seal shall be registered in the sample collection form. The first sample shall be sent to the lab nominated by ABNT, with a copy of the sample collection form. The counters-sample and the control, sample shall be stored by the manufacturer in case of contestation.

The manufacturer shall take necessary care to preserve the samples seals sent to the laboratory, as well as the ones stored in case of contestation.

The tests shall be performed for the production unit.

9.6 Initial evaluation of quality

For the concession approval of ABNT Environmental Quality Mark, the samples tested shall be approved in the tests referred in item 6 of this procedure, as well as the evaluation of the requirements established in items 6 and 7 shall show conformity throughout the process.

In case of failure in any of the tests performed during this phase, the product certification shall not be granted until the resolution of the problem.

After the implementation of corrective actions, ABNT shall schedule a new sampling and new tests. In this case, the number of samples should be twice the original sampling. If the test samples are approved, the certification will then be granted for the product.

9.7 Certification Award

To approve the concession of the ABNT Environmental Quality Label, the tested samples shall be approved in referred test in item 6 of this procedure, as well as the requirement of items 6 and 7, and it shall demonstrate conformity throughout the process.

In the event of failure in any of the tests Performed During this phase, the product certification shall Not Be Granted until the resolution of the problem. After the implementation of corrective actions, ABNT Shall schedule a new sampling and new tests. In this case, the number of samples should not be twice the original sampling. If the test samples are approved, the certification will then be Granted for the product.

9.6 Certification concession

Complied with the above steps, the TC issues a conclusive opinion and send the process for GSI review. If the certification process is approved by the GSI, ABNT will issue the Environmental Quality label (ABNT Ecolabel), which is the license to use the label in the product. In case of rejection, the reasons will be communicated to the manufacturer in order to take the necessary corrective actions and take again the certification process. Corrective actions and the actions to be taken for the certification process should be agreed with ABNT.



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10 Description of the process for certification maintenance

After the certification concession, ABNT shall realize the control to verify, if the manufacturer keeps the technical and organizational conditions that allowed the certification. This verification will be held through maintenance audits, at ABNT's discretion, sample collections for tests shall be performed.

10.1 Maintenance Audits

The audits will be realized on agreed periods with the manufacturer and its frequency will be annual. In These audits The Following aspects will be covered:

10.1.1 Products evaluation

ABNT will evaluate in the facility if the certified products keep being produced according to the specifications presented.

10.1.2 Conformity assessment with performance criteria and legal requirements

ABNT will evaluate whether the product and/or the manufacturer's processes, are meeting, the established criteria in items 6 and 7 of this procedure. For the criteria that cannot be evaluated during audit, for example those needing laboratory tests for approval, manufacturer shall show how controls its production process, as well as their relationship with suppliers, distributors and clients, in order to meet criteria.

10.1.3 Samples and tests collection

The tests will be performed annually, samples collected at factory. Tests shall be performed in each production unit. In market sample collection, the manufacturer (or their representative) shall be informed by ABNT and shall follow the collection.

The samples collected by ABNT shall have first sample, counters-sample and control sample. The samples will be sealed by ABNT. The seals identification will be registered in samples collection form. The first sample shall be sent to the laboratory nominated by ABNT, with a copy of the sample collection form. The counters-sample and the control sample shall be stored by the manufacturer in case of contestation. The manufacturer shall take the necessary care to preserve the samples seals sent to the laboratory, as well as the ones stored in case of contestation.

The tests results will be sent to the manufacturer by ABNT. In case of non-conformity occurrence during tests (non compliance with any of the requirements), the manufacturer shall present an action plan within 15 days for ABNT's evaluation.

10.2 Conformity Evaluation

For the maintenance of the certification, the performed samples shall be approved in the tests referred in item 6 of this procedure, as well as the requirements evaluation in items 6 and 7 and shall show conformity throughout the process.



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In case of failure of any performed tests during this phase, the product's certification will be suspended until the problem solving. After the implementation of the corrective actions, ABNT will schedule a new audit and sample collection.

In case the manufacturer does not have non-conformities and the samples are approved, the manufacturer will be permitted to use the ABNT environmental Label on the product again.

After this audit, the period for sampling shall be six-month term until the initial conditions of conformity are achieved, when then the period shall be annual again.

After the implementation of corrective actions, ABNT shall schedule a new audit and collection of samples for testing. If the manufacturer does not present nonconformities and the test samples are approved, the manufacturer may use the ABNT environmental quality label again the product.

10.3 Mutual Recognition Agreements

As established in item 15 of PG-11, the certification maintenance process can be modified according to the content of possible agreements of cooperation or mutual acknowledgement.

11. Criteria Changes

After the concession of ABNT environmental quality label, or during the concession process, changes occur in the criteria for the product's certification, ABNT shall grant a period to the manufactures in order to adapt to the new requirements.