Nordic Ecolabelling of

Office and hobby supplies

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Nordic Ecolabelling

Content

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This document is a translation of an original in Danish. In case of dispute, the original document should be taken as authoritative.

Addresses

In 1989, the Nordic Council of Ministers decided to introduce a voluntary official ecolabel, the Nordic Ecolabel. These organisations/companies operate the Nordic ecolabelling system on behalf of their own country's government. For more information, see the websites:

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What is a Nordic Ecolabelled office and hobby supplies?

For many of the products there is a high exposure risk, especially for products used by children. The criteria therefore set stringent chemical requirements of the chemical element of the product, such as requirements of the classification of product and raw materials, and the limitation of VOC, halogenated organic solvents and aroma compounds.

Nordic Ecolabelled office- and hobby supplies make requirements of the use of resources by requiring a certain proportion of recycled or renewable raw materials, and by limiting the use of metal in products and packaging and by limiting the amount of packaging. The criteria require a high proportion of certified sustainable timber and bamboo.

The criteria make requirements of good quality, and for pens, refillable pencils and tape dispensers a refill system are required.

With the Nordic Ecolabelled hobby and office supplies you are assured that there are strict requirements for:

- Chemicals, such as endocrine disruptors, perfume and problematic organic solvents
- Use of recycled and renewable raw materials
- Minimal use of metal packaging
- Good quality

Why choose the Nordic Ecolabel?

- Manufactures may use the Nordic Ecolabel trademark for marketing the products. The Nordic Ecolabel is a very well-known and well-reputed trademark in the Nordic region.
- The Nordic Ecolabel is a cost-effective and simple way of communicating environmental work and commitment to customers and suppliers.
- Environmental issues are complex. It can take a long time and extensive resources to gain an understanding of a specific area. Nordic Ecolabelling can be seen as aid in this work.
- The Nordic Ecolabel not only covers environmental issues but also quality requirements, since the environment and quality often go hand in hand. This means that a Nordic Ecolabel licence can also be seen as a mark of quality.

What can carry the Nordic Ecolabel?

The product group comprises writing instruments, paint, glue, tape and erasers for office and hobby according to the following description:

- **Writing instruments:** Pencils, coloured pencils, refillable pencils, ballpoint pens, reservoir pens, overhead pens, whiteboard pens, highlighters, felt-tip pens, charcoal, ink and crayons.
- **Hobby paint:** Acrylic paint such as school paint and artist's colours, fresco, tempera, gouache, finger paint, watercolours, glass paint, textile paint, printing ink, airbrush paint and porcelain paint. Brushes may be included as an application component if they are sold together with the paint.
- **Office/hobby glue:** Such as universal glue, paper/school glue, glue sticks, glitter glue and other office and hobby glues that fulfil the criteria.
- **Tape:** Office tape, packing tape, decorative tape, correction tape, double adhesive tape and photo tape with or without colour and/or print.
- **Erasers:** For office, school or hobby

Refill systems for these products are also included. Application components and dispensers that are not part of the product packaging may be included in the licence if they do not weigh more than the product itself.

The criteria set more stringent requirements for chemicals of products marketed for children. In order to control which products are marketed for children this is defined as follows: Products marketed for children are products where on either the product itself, the product packaging or other product information it is signalled, either as text or design that the product is for children.

It will not be possible to control whether children actually use specific Nordic Ecolabelled products for children, but this gives parents and childcare institutions the opportunity, if they so require, to select Nordic Ecolabelled products that make special consideration of children.

Products that is not included in the product group:

- Hobby sets, for example that include hobby paint, together with other products not included in the product group such as plaster figures or colouring pens together with a painting book.
- Electronic application components.
- Body and face paint, but may instead be Nordic Ecolabelled according to the criteria for cosmetics.
- Dyes for the dyeing of textiles.
- Interior paint for floors and walls, but may instead be Nordic Ecolabelled according to the Ecolabelling criteria for interior paint.
- Building and industrial glue. Building glue may be Nordic Ecolabelled according to the criteria for chemical construction products.
- Professional tape products for e.g. construction.

- Sport tape, plaster and electrical tape.
- Drawing blocks, coloring books and envelopes, but can instead be Nordic Ecolabelled according to the criteria for printing companies.

Nordic Ecolabelling reserves the right to determine whether a product can be Ecolabelled according to the Nordic Ecolabelling criteria, and the criteria for any product application. For further information please contact the Nordic Ecolabelling organisation (see addresses at the beginning of the document).

How to apply

Each requirement is marked with the letter O (Obligatory requirement) and a number. All requirements must be fulfilled to be awarded a licence.

Icons in the text

The text describes how the applicant shall demonstrate fulfilment of each requirement. There are also icons in the text to make this clearer. These icons are:

✉ Enclose

🔑 The requirement checked on site

🕮 Enclose procedure in environmental and quality management system

Application

The application shall be sent to Nordic Ecolabelling in the country in which the office and hobby supply is sold/the applicant carries on activities. See page 3 for addresses. The application documents comprise an application form and documentation demonstrating fulfilment of the requirements (specified in the criteria).

Further information and assistance may be available. Visit the Web site of the national ecolabelling body for more information.

Sales in other Nordic countries

Registering a licence in another Nordic country allows the Nordic Ecolabel to be used on a larger market. The following must be submitted to Nordic Ecolabelling:

- Form for sales in other Nordic countries.
- Instruction manual in the local language.
- Documentation demonstrating the fulfilment of national regulations.
- Documentation detailing for which recycling system the office and hobby supply is designed.

Registration is free of charge but an annual fee shall be paid in accordance with the national regulations.

On-site inspection

In connection with handling of the application, Nordic Ecolabelling performs an on-site inspection to ensure adherence to the requirements. For such an inspection, data used for calculations, original copies of submitted certificates, test records, purchase statistics, and similar documents that support the application must be available for examination.

Costs

An application fee is charged to companies applying for a licence. There is an additional annual fee based on the turnover of the Nordic Ecolabelled products.

Enquiries

Please contact Nordic Ecolabelling if you have any queries or require further information. See page 3 for addresses.

What are the requirements of the Nordic Ecolabelling?

To be awarded a Nordic Ecolabel licence, all requirements must be fulfilled.

1 Product description

Table 1 Overview of materials and the chapters in which the requirements are found.

Material	Level	Require-ment	Appendix	Volumes (kg and w/w %)	Relevant
Resources	General	O2–O3			For all
	Refill	O4			Yes ☐ No ☐
	Individual packaging	O5			For all
Chemicals (the chemical compound)	General	O6-O12	2+3+4+5		Yes ☐ No ☐
	More than 1% w/w of polymer in the chemical compound	O13	6		Yes ☐ No ☐
	Preservative	O14	3		Yes ☐ No ☐
	Perfume/aroma compounds	O15	3		Yes ☐ No ☐
	Nano particles	O16	3		Yes ☐ No ☐
Paper, cardboard and paper pulp	If more than 10% in the product	O17	7		Yes ☐ No ☐
Solid wood, plywood and bamboo	If more than 10% in the product	O18–O19	8a-8c		Yes ☐ No ☐
Metal	Parts more than 5 g	O20	9		Yes ☐ No ☐
Plastic	Virgin plastic - more than 1% w/w	O21-O22	10		Yes ☐ No ☐
Rubber	More than 1% w/w	O23	10		Yes ☐ No ☐
Perfume and aroma compounds	General	O24	11		For all
Pencils and coloured pencils	Surface treatment	O25	12		Yes ☐ No ☐
Use and quality requirements	General	O26–O27			For all
	Depending on product type	O28–O36			For all
Label, consumer information and return systems	General	O37–O38			For all
Quality and environ-mental management requirements	General	O39-O45			For all

1.1 Definition of terms used in the criteria

Material:
Materials are all ingoing materials such as wood, paper, cardboard, pulp, plastic, rubber, metal, etc.

Chemical products and chemical compound:
Chemical products are here defines as the chemical compound as ink, paint, graphite, colour sticks, crayons, chalk, paint, foil surface treatment, glue and other adhesives.

Ingoing substances:
Ingoing substances are defined as all substances in the chemical product – including additives (e.g. preservatives or stabilisers) in the raw materials/ingredients, but not residuals from production of raw materials).

Residual limits:
Residuals from production of raw materials are defined as residuals, pollutants and contaminants derived from the production of the raw materials which are present in the final product/chemical compound in amounts less than 100 ppm (0.0100 wt % , 100 mg/kg), but not substances added to the raw materials or product intentionally and with a purpose – regardless of amount. Residuals in the raw materials above 1,0 % are regarded as ingoing substances. Known substances realised from the raw materials are also regarded as ingoing substances.

Products marketed to children:
Products marketed to children refers to products, where it either on the product itself, the product packaging or otherwise with product information is signalled, either as text or design, that the product is for children.

Primary packaging:
Primary packaging refers to for example cardboard or plastic around the finished product. When calculation the material composition, the use of primary packaging are distributed weight proportionally to each product.

Single Packaging:
Single packaging refers to primary packaging, such as f. ex. Paper or plastic around each individual products as f. ex. one pencil, one glue stick, one paint tube and so on. The container for ink, paint or glue, or the application part, for example the tape dispenser is not considered to be packaging, but to be part of the product.

Containers, holsters and application components:
Containers, holsters and application components are here defined as a part of the product and not primary packaging.

O1 Information concerning the product

The applicant must provide the following information on the product(s):

1. Brand/trading name
2. Where the products will be sold (retail stores, web shops, professional (B2B), childcare institutions, schools or similar)
3. Description of the constituent product(s). If primary packaging, reels, application components or other components included with the product are used, these must be included in the description and be subject to the requirements in the document. Product data sheets or equivalent for each material must be submitted.
4. Description of the manufacturing process for the product. Sub suppliers must be described with the name of the company, production site, contact, and the production processes performed (such as ink production).
5. State a list of materials and chemical products used in the production of the writing instrument, hobby paint, glue or tape, and any primary packaging, reels, application components or other components included with the product. A safety data sheet for each chemical product must be submitted.

☒ Submission of information stipulated in the requirement. A product data sheet may be submitted as part of the documentation. Information concerning materials, cf. Table 2 in appendix 1, must be submitted. It is possible to use Excel spread sheets equivalent to Table 2 in appendix 1 as lists of materials.

☒ Table 1 in appendix 1 is completed for the product(s) and submitted.

2 Environmental requirements

2.1 Resources

O2 Renewable and recycled raw materials

State the percentage composition of the materials in the product.

Plastic materials included in the finished product with more than 5% w/w must fulfil one of the following alternatives:

Here is an exception for products marketed to children.

1. At least 30% w/w of the total plastic materials must be from renewable raw materials.
2. At least 30% w/w of the total plastic materials must be pre-consumer or post-consumer recycled plastic, cf. the definition in ISO 1402.
3. At least 10% w/w of the total plastic materials must be post-consumer recycled plastic, cf. the definition in ISO 1402.

Oils and wax included with more than 20% w/w in the chemical compound:

At least 50% w/w must consist of renewable raw materials.

Renewable raw materials are here defined as biological material that is reproduced in nature. This includes the biodegradable element of products, waste and residues from agriculture and aquaculture (both vegetable and animal), forestry and similar industries, and the biologically degradable fraction of industrial waste and municipal waste.

Recycled raw materials are here defined as pre-consumer and post-consumer, cf. the definition of this in ISO 1402.

✉ An overview of the constituent materials with information on material types that show that the requirement is fulfilled. Appendix 1 may be used for this.

✉ Documentation from the raw material supplier, stating that the chosen alternative is fulfilled.

O3 Metal product components and packaging

Metal may not be used in packaging, holsters, reels or application components of the Nordic Ecolabelled product.

Exception: Springs, ink cartridges and tips for writing instruments, the tear-off part of a tape dispenser and small metal parts that constitute less than 5% w/w of the product are exempt from this requirement.

✉ Declaration from the producer that the requirement is fulfilled. Appendix 1 may be used for this.

O4 Refill option

The applicant must offer refill cartridges or refill leads for Nordic Ecolabelled ballpoint pens and refillable pencils.

The user must be able to replace refills without special tools being required. The refill cartridge must contain at least as much ink as the equivalent original cartridge.

Single use tape dispensers are not permitted, as there must be a refill option in the product range.

✉ Declaration from the applicant that the requirement is fulfilled and photo showing the refill system.

O5 Single packaging

Single packaging may not be used for Nordic Ecolabelled Office- and hobby supply.

The actual container for the ink, paint or glue, and the application component for e.g. tape, is not considered to be packaging, but as a part of the product. See further explanation in single packaging under the definitions in section 1.1.

There are exception to the requirement for products that require packaging to avoid drying out. In this case, the need must be explained in the documentation.

✉ A description of any product packaging, including a statement of how many products are packed in the same packaging.

2.2 Chemicals

The requirements concern the chemical sub-products, here called the "chemical compound" included in the Nordic Ecolabelled product. The chemical compound may f. ex. be ink, paint, graphite, watercolour pencils, crayons, chalk, glue and other adhesives.

Several of the requirements are concerning the **ingoing substances** in the chemical compound. See the definition of ingoing substances in section 1.1.

PCB residues in pigment are subject to a more stringent impurity limit, see requirement O10.

For ballpoint pens and rollerball pens that are not marketed to children, the chemical compound must only fulfil the requirement O6, O11 and O15 in section 2.2 Chemicals.

O6 Classification of the chemical compound:

The final chemical compound used in the product must be classified in accordance with the current legislation (CLP Regulation 1272/2008 or the EU's Dangerous Preparations Directive 1999/45/EEC 2008, or later) and may not be classified in accordance with Table 6 below.

There are extra requirements, cf. Table 6, for products marketed for children, and for office/hobby paint and crayons.

Table 6. List of non-permitted classification of the final chemical compound used in the product, in accordance with the CLP Regulation 1272/2008, or later.

CLP Regulation 1272/2008			**EU Dangerous Substances Directive 67/548/EC**	
Signal words	**Hazard code**		**Hazard designation**	**Risk code**
			Environmentally hazardous	
Warning, Aquatic acute 1				
Warning, Aquatic chronic 1	H400		N	R50
Warning, Aquatic chronic 2	H410		N	R50/53
-, Aquatic chronic 3	H411		N	R51/53
-, Aquatic chronic 4	H412		-	R52/53
-, Ozone	H413		-	R53
	EUH059		N	R59
			Carcinogenic	
Hazardous, Carc. 1A or 1B	H350		T	R45 and/or
Hazardous, Carc. 1A or 1B	H350i		T	R49
Warning, Carc. 2	H351		Xn	R40
			Mutagenic	
Hazardous, Muta. 1A or 1B	H340		T	R46
Warning, Muta. 2	H341		Xn	R68

			Reprotoxic	
Hazardous, Repr. 1A or 1B	H360		T	R60
Hazardous, Repr. 1A or 1B	H360		T	R61
Warning, Repr. 2	H361		Xn	R62 and/or
Warning, Repr. 2	H361		Xn	R63
-	H362		-	R33
-	H362		-	R64
			Very toxic	
Hazardous, Acute Tox. 1 or 2	H330		Tx	R26
Hazardous, Acute Tox. 1	H310		Tx	R27
Hazardous, Acute Tox. 2	H300		Tx	R28 and/or
Hazardous, STOT SE 1	H370		Tx	R39
			Toxic	
Hazardous, Acute Tox. 2 or 3	H330 or H331		T	R23
Hazardous, Acute Tox. 3	H331		T	R24
Hazardous, Acute Tox. 3	H301		T	R25
Hazardous, STOT SE 1	H370		T	R39 and/or
Hazardous, STOT RE 1	H372		T	R48
			Hazardous to health	
Warning, STOT RE 2	H373		Xn	R48
Hazardous, Asp. Tox. 1	H304		Xn	R65 and/or
Warning, STOT SE 2	H371		Xn	R68
			Corrosive	
Hazardous, Skin Corr. 1B	H314		C	R34
Hazardous, Skin Corr. 1A	H314		C	R35
			Extremely flammable	
Flam. Gas. 1	H220		F+ , gas	R12
Flam. Gas. 2	H221		F+ , gas	R12
Flam. Liq. 1	H224		F+ , liquid	R12
The following prohibition only concerns products for children and office/hobby paint and crayons				
			Hazardous to health	
Warning, Acute Tox 4	H332		Xn	R20
Warning, Acute Tox 4	H312		Xn	R21
Warning, Acute Tox 4	H302		Xn	R22
			Local irritating	
Hazardous, Eye Dam.1	H318		Xi	R41
			Sensitising	
Hazardous, Resp. Sens. 1	H334		Xn	R42
Warning, Skin Sens. 1	H317		Xi	R43

The classification applies in accordance with the EU's Dangerous Substances Directive 67/548/EC with subsequent amendments and adjustments and/or CLP Regulation 1272/2008 with subsequent amendments. During the transition period, i.e. up to 1 June 2015, classification in accordance with the EU's Dangerous Substances Directive or the CLP Regulation may be used. After the transition period, only classification in accordance with the CLP Regulation applies.

☒ Declaration from the producer of the final chemical compound used in the Nordic Ecolabelled product that the requirement is fulfilled. Appendix 2 can be used.

☒ A safety data sheet for the final chemical compound used in the Nordic Ecolabelled product in accordance with Appendix II of Reach (Regulation 1907/2006/EC with subsequent amendments and additions).

O7 Classification of constituent substances

The requirement concerns all constituent substances in the final chemical compound included in the product.

The constituent substances used in the chemical compound (e.g. ink, paint, graphite, watercolour pencil, crayon, chalk, glue and other adhesives) must be classified in accordance with the current legislation (CLP Regulation 1272/2008 or the EU's Dangerous Preparations Directive 1999/45/EEC 2008, or later) and may not be classified in accordance with Table 7 below.

The requirements also concern known decomposition substances.

There are extra requirements, cf. Table 7, for products marketed for children, and for office/hobby paint and crayons.

Note that the residual monomers in polymers have an additional classification requirement in requirement O13.

Exemptions:
Exempt from this requirement are substances used for preservation of the chemical compound with one or more of the following risk phrases indicated by * in Table 7, or combinations thereof (see also requirement O14 with limitation of total amount of preservatives).

Exempt from this requirement are isothiazolinones that are used for the preservation of the chemical compound and that are not allocated one of the risk codes R33, R42, R49, R68 or combinations thereof (further requirements of isothiazolinones are stated in O14).

Exempt from this requirement are substances used for preservation of the chemical compound with R43/H317 in pens for adults (see also requirement O14 with limitation of total quantity preservatives).

Exempt from this requirement is up to 1000 ppm (0.100%) of methanol in polyvinyl alcohol.
Exempt from this requirement is up to 1% anhydrous ammonia cas. No. 7664-14-7 in the raw material

Table 7: List of non-permitted classification of the constituent substances in the final chemical compound used in the product.

CLP Regulation 1272/2008			**EU Dangerous Substances Directive 67/548/EC**	
Signal words	**Hazard code**		**Hazard designation**	**Risk code**
			Carcinogenic	
Hazardous, Carc. 1A or 1B	H350		T	R45 and/or
Hazardous, Carc. 1A or 1B	H350i		T	R49
Warning, Carc. 2	H351		Xn	R40
			Mutagenic	
Hazardous, Muta. 1A or 1B	H340		T	R46
Warning, Muta. 2	H341		Xn	R68
			Reprotoxic	
Hazardous, Repr. 1A or 1B	H360		T	R60
Hazardous, Repr. 1A or 1B	H360		T	R61
Warning, Repr. 2	H361		Xn	R62 and/or
Warning, Repr. 2	H361		Xn	R63
-	H362		-	R33
-	H362		-	R64
			Very toxic	
Hazardous, Acute Tox. 1 or 2	H330		Tx	R26
Hazardous, Acute Tox. 1	H310		Tx	R27
Hazardous, Acute Tox. 2	H300		Tx	R28 and/or
Hazardous, STOT SE 1	H370		Tx	R39

			Toxic	
Hazardous, Acute Tox. 2 or 3	H330*or H331*		T	R23*
Hazardous, Acute Tox. 3	H331*		T	R24*
Hazardous, Acute Tox. 3	H301*		T	R25*
Hazardous, STOT SE 1	H370*		T	R39* and/or
Hazardous, STOT RE 1	H372*		T	R48*
			Hazardous to health	
Warning, STOT RE 2	H373*		Xn	R48*
Hazardous, Asp. Tox. 1	H304		Xn	R65 and/or
Warning, STOT SE 2	H371		Xn	R68
The following prohibition only concerns products for children and office/hobby paint and crayons				
			Sensitising,	
Hazardous, Resp. Sens. 1	H334		Xn	R42
Warning, Skin Sens. 1	H317		Xi	R43
			Hazardous to health	
Warning, Acute Tox 4	H332*		Xn	R20*
Warning, Acute Tox 4	H312*		Xn	R21*
Warning, Acute Tox 4	H302*		Xn	R22*

The classification applies in accordance with the EU's Dangerous Substances Directive 67/548/EC with subsequent amendments and adjustments and/or CLP Regulation 1272/2008 with subsequent amendments. During the transition period, i.e. up to 1 June 2015, classification in accordance with the EU's Dangerous Substances Directive or the CLP Regulation may be used. After the transition period, only classification in accordance with the CLP Regulation applies.

✉ Safety data sheet in accordance with Appendix II in Reach (Regulation 1907/2006/EC, with subsequent amendments and supplements) for all constituent raw materials in the final chemical compound used in the product.

✉ Complete recipe with all substances in the final chemical compound used in the Nordic Ecolabelled product. For all substances the recipe must state the following: function, chemical name, trading name, INCI (International Nomenclature of Cosmetic Ingredients) designation, any CAS number, constituent volume, including and excluding water.

✉ Declaration from the raw materials producer/supplier that the requirement is fulfilled. Appendix 3 can be used.

O8 Heavy metals

The requirement concerns all ingoing substances in the final chemical compound used in the product.

Cadmium, lead, chromium VI, mercury, arsenic, barium (with the exception of barium sulphate) selenium*, cobalt and antimony may not be included in the ingoing chemical substances.

**Selenium is not a metal, but the substance interacts with many metals and behave similarly in the environment and are therefore included in this requirement*

✉ Declaration from the producer/supplier of raw materials used in the product, showing that the requirement is fulfilled. Appendix 3 can be used.

O9 Volatile organic compounds (VOC)

Volatile organic compounds* incl. volatile aromatic compounds (VAH) may not be included in the chemical compound.

**Volatile organic compounds are here defined as:*
Organic compounds with a steam pressure exceeding 0.01kPa, at 20°C (does not apply to hobby paint),
For products covered by the EU Directive (2004/42/EC) (hobby paint) or if the steam pressure is not stated, the following definition is used instead:
organic substances with an initial boiling point that is lower than or equal to 250°C measured at a normal pressure of 101.3 kPa.

Exemption
For volatile aromatic compounds, includes as denaturant in alcohol or organic pigments/dyes.

For writing instruments: overhead, whiteboard, felt-tip and marking pens an exemption is made for the following volatile organic compounds in ink:

- Ethanol (CAS no. 64-17-5)
- Isopropyl alcohol (CAS no. 67-63-0)
- 1-propanol (CAS no. 71-23-8) may be included with up to 10% w/w of the final chemical compound.

For hobby paint, glue and tape up to 3000 ppm volatile organic compounds that are not VAH (volatile aromatic hydrocarbons) are permitted in the final chemical compound ("ready to use").

For glue and tape is an exception for propylene glycol up to 5% by weight of the finished chemical compound.

✉ Declaration from the producer/supplier of raw materials on the VOC content of the raw material. Appendix 3 may be used.

✉ Summary from producer of chemical compound showing the calculation of VOC content in the final chemical compound, cf. the requirement.

O10 Halogenated organic solvents

The final chemical compounds may not contain halogenated organic solvents, with the following exception:

Pigments in which the content of PCB (polychlorinated biphenyls) is contamination or an unintended residue and the content of PCB is <25 ppm in the pigment.

The PCB concentration must be tested in accordance with "Determination of low levels of chlorinated biphenyl impurities in pigments"[1], or other relevant test method, e.g. "US EPA test method 608".

Note the national legislations concerning PFOA in the Nordic countries. In Norway PFOA is regulated in «Forskrift om begrensning i bruk av helse- og miljøfarlige kjemikalier og andre produkter (produktforskriften)», §2- 32.

✉ Declaration from the pigment producer showing compliance with the requirement and the test report in accordance with the requirement. Appendix 5 may be used. If using the exception for pigment, a test report according to the requirement must be submitted

O11 Endocrine disrupting and EU candidate list substances

None of the constituent substances in the chemical compound may be on the EU's priority list of substances that must be examined further for endocrine disrupting effects in category 1 or 2*. The list can be found here:
http://ec.europa.eu/environment/chemicals/endocrine/pdf/final_report_2007.pdf

(Appendix L, p. 238 -)

* ***Category 1****: At least one study indicates evidence of an endocrine disrupting effect in an intact organism.*
Category 2*: Potential for endocrine disrupting effect. In vitro data indicates potential for an endocrine disrupting effect in an intact organism. Also includes in-vivo effects that may have arisen due to endocrine disruption. May include structural analysis and metabolic considerations.*

None of the ingoing substances in the chemical compound must be the EU candidate list under REACH, 1907/2006/EC Article 59.10 of the Chemicals Agency (ECHA) website. The background document provides links to the list.

✉ Declaration from the raw materials producer/supplier that the requirement is fulfilled. Appendix 3 can be used. Appendix 4 can be used for pens and rollerball pens.

[1] Chemosphere, 1984, 13(4), 499-506

O12 Carbon Black

The requirement only concerns products for children, and paint and crayons.

On using Carbon Black in the chemical compound, the total content of the following PAH's may not exceed 0.2 mg/kg final chemical compound.

- Benzo[A]Pyrene, CAS No: 50-32-8
- Benzo[E]Pyrene, CAS No: 192-97-2
- Benzo[A]Anthracene, CAS No: 56-55-3
- Dibenzo[A,H]Anthracene, CAS No: 53-70-3
- Benzo[B]Fluoranthene, CAS No: 205-99-2
- Benzo[J]Fluoranthene, CAS No: 205-82-3
- Benzo[K]Fluoranthene, CAS No: 207-08-9
- Chrysene, CAS No: 218-01-9

✉ Declaration or test report from the Carbon Black supplier showing the content of the stated PAH's, and calculation from the applicant showing that the requirement is fulfilled.

O13 Residual monomers in polymers

The requirement concerns products in which the polymer is 1% w/w or more of the final chemical compound.

The total content of residual monomers in the polymer may not exceed 100 ppm (100 mg/kg polymer) measured on the newly produced polymer dispersion, for the residual monomers classified in one or several classes, as described in Table 13 below.

There is exemption from the requirement of vinyl acetate for up to 1000 ppm in the polymer.

Table 13: Classification of residual monomers

CLP Regulation 1272/2008			**EU Dangerous Substances Directive 67/548/EC**	
Signal words	**Hazard code**		**Hazard designation**	**Risk code**
			Carcinogenic	
Hazardous, Carc. 1A or 1B	H350		T	R45 and/or
Hazardous, Carc. 1A or 1B	H350i		T	R49
Warning, Carc. 2	H351		Xn	R40
			Mutagenic	
Hazardous, Muta. 1A or 1B	H340		T	R46
Warning, Muta. 2	H341		Xn	R68
			Reprotoxic	
Hazardous, Repr. 1A or 1B	H360		T	R60
Hazardous, Repr. 1A or 1B	H360		T	R61
Warning, Repr. 2	H361		Xn	R62 and/or
Warning, Repr. 2	H361		Xn	R63
-	H362		-	R33
-	H362		-	R64
			Very toxic	
Hazardous, Acute Tox. 1 or 2	H330		Tx	R26
Hazardous, Acute Tox. 1	H310		Tx	R27
Hazardous, Acute Tox. 2	H300		Tx	R28 and/or
Hazardous, STOT SE 1	H370		Tx	R39
			Toxic	
Hazardous, Acute Tox. 2 or 3	H330 or H331		T	R23
Hazardous, Acute Tox. 3	H331		T	R24
Hazardous, Acute Tox. 3	H301		T	R25
Hazardous, STOT SE 1	H370		T	R39 and/or
Hazardous, STOT RE 1	H372		T	R48

			Hazardous to health	
Warning, STOT RE 2	H373		Xn	R48
Hazardous, Asp. Tox. 1	H304		Xn	R65 and/or
Warning, STOT SE 2	H371		Xn	R68
			Sensitising	
Hazardous, Resp. Sens. 1	H334		Xn	R42
Warning, Skin Sens. 1	H317		Xi	R43
			Hazardous to health	
Warning, Acute Tox 4	H332		Xn	R20
Warning, Acute Tox 4	H312		Xn	R21
Warning, Acute Tox 4	H302		Xn	R22

The classification applies in accordance with the EU's Dangerous Substances Directive 67/548/EC with subsequent amendments and adjustments and/or CLP Regulation 1272/2008 with subsequent amendments. During the transition period, i.e. up to 1 June 2015, classification in accordance with the EU's Dangerous Substances Directive or the CLP Regulation may be used. After the transition period, only classification in accordance with the CLP Regulation applies.

✉ Declaration from the polymer producer of the chemical compound that the requirement is fulfilled. Appendix 6 can be used.

✉ Specifications and/or analysis results from the polymer producer, to support fulfilment of the requirement.

O14 Preservative

Preservatives added to the chemical compound or ingoing substances may not be bioaccumulable.

The biological accumulability of a substance can be tested on fish in accordance with the OECD's test guidelines 305 AE. If the biological concentration factor (BCF) of the substance is ≥ 500, the substance is deemed bioaccumulable, and if BCF < 500 the substance is deemed non-bioaccumulable. Unless otherwise established, substances are deemed bioaccumulable if logKow ≥ 4 according to the OECD's test guidelines 107 or 117 or equivalent methods.

If there is a measured BCF value, the highest measured value must be used instead of logKow. This means that a substance with a logKow value ≥ 4 is not considered bioaccumulable if the highest measured BCF value is < 500.

For all products:

The total content of the compound of 5-chloro-2-methyl-2H-isotiazol-3-on (CAS-no 26172-55-4) and 2-methyl-2H-isotiazol-3-on (CAS-no 2682-20-4) (3:1) in the chemical compound may not exceed 15 ppm (0.0015% w/w, 15 mg/kg).

The total content of preservatives, which are excepted for certain classifications in requirement O7, shall not exceed 200 ppm (0.02 weight %, 200 mg/kg).

For paint and writing instruments:

The total content of isothiazolinones in the chemical compound may not exceed 100 ppm (0.01% w/w, 100 mg/kg).

For erasers, glue and adhesives in tape:

The total content of isothiazolinones in the chemical compound may not exceed 150 ppm (0.015% w/w, 150 mg/kg).

✉ Declaration from the raw materials producer/supplier showing that the requirement is fulfilled. Appendix 3 can be used.

O15 Perfume, aroma and other aromatic compounds

Perfume, aroma or other aromatic compounds (e.g. essential oils, plant oils and plant extracts) may not be included in the chemical compound.

✉ Declaration from the raw materials producer/supplier for all raw materials showing that the requirement is fulfilled. Appendix 3 can be used. Appendix 4 can be used for pens and rollerball pens.

O16 Nano particles

The product may not contain nano particles (from nano material*)

Polymer emulsions are not considered as nano material.

Exemptions from the requirement are given for the following:

- Pigment **
- Synthetic amorphous silica ***

**The definition of nano material follows the European Commission's definition of nano materials from 18 October 2011:*
"Nano materials" are defined as a natural, incidental or manufactured material containing particles in an unbound state or as an aggregate or an agglomerate and where at least 50% of the particles in the size distribution by number, in one or more external dimensions, are in the size range of 1-100 nm.
'Particle', 'agglomerate' and 'aggregate' are defined as follows:
(a) 'particle' means a minute piece of matter with defined physical boundaries.
b) 'agglomerate' means a collection of weakly bound particles or aggregates where the resulting external surface area is similar to the sum of the surface areas of the individual components.
(c) 'aggregate' means a particle comprising of strongly bound or fused particles.

*** nanotitandioxide are not counted as pigment*

**** This is the traditional synthetic amorphous silica in bulk form. Coated silica are not included here.*

✉ Declaration from raw materials suppliers (besides polymer emulsions, pigments and synthetic amorphous silica) that the raw material does not contain nano material in accordance with the requirement's definition. Appendix 3 can be used.

2.3 Timber, paper, cardboard and paper pulp

The following requirements concern paper, cardboard, paper pulp, plywood and solid wood used in the product, if it is included with more than 10% w/w in the final product. The requirements also apply if the raw materials/materials are included with more than 10% w/w in the primary packaging, reel, application components or other elements included with the Nordic Ecolabelled product.

O17 Paper, cardboard and paper pulp

The requirement does not concern paper labels adhered to the product.

On an annual basis, at least:

1. 30% of fibre raw material in the paper shall be source from areas certified to one of the forestry standards or certification systems specified in Appendix 8C. Alternatively, cultivation of the fibre raw material must be certified organic or converting to organic production, or
2. 75% of the fibre raw material in the paper must be recycled fibre, wood shavings or sawdust, or
3. a combination of 1 and 2. If the paper contains less than 75% recycled fibre, the content of fibre from certified sources shall be calculated using the following formula.

Requirement as to the proportion of certified fibre raw material in the paper (Y):

$Y\ (\%) \geq 30 - 0.4x$

where x = the proportion of recycled fibre, wood shavings or sawdust.

✉ Declaration and a calculation from the paper, cardboard or pulp producer showing that the requirement is fulfilled. The declaration must include the name of the paper, cardboard or pulp, and the producer. Appendix 7 may be used.

When using paragraph 1 or 3, paper, cardboard or mass producers shall submit copies of relevant forest certification that meets the guidelines for forest certification and organic farming which are described in Appendix 8C.

O18 Solid wood, plywood and bamboo - origin and chain of custody

Raw materials that are extracted for use for product components of solid wood, plywood and bamboo as the raw material for writing instruments, brushes and packaging, must comply with the following requirements.

Secondary raw materials from trees such as palm leaves are exempt from the requirement.

- State name (Latin and a Nordic language or English) and geographical origin (country/state and region/province/municipality) and suppliers of the timber and bamboo raw material used.
- There must be a chain of custody for all raw materials.
- The licence holder must have a written routine for sustainable timber supplies.
- Ensure that all timber and bamboo are from legal sources. Timber may not come from:
  - protected areas or areas that are subject to consideration to become protected areas
  - areas with unclear ownership or rights of use
  - illegally felled trees
  - genetically modified wood

In addition, forestry may not destroy or damage:

- Natural forest, biodiversity, special ecosystems and important environmental functions.
- Social and cultural heritage assets.

Nordic Ecolabelling may require further documentation if the raw materials origin is subject to uncertainty.

☒ Name (Latin and a Nordic language or English) and geographical origin (country/state and region/province/municipality) of the timber and bamboo raw material used. Appendix 8a must be used

☒ A chain of custody system must be described. Chain of Custody Certificate may be used as documentation for item 2.

☒ Written routines to ensure sustainable timber and bamboo supplies. The requirement of a Chain of Custody Certificate from sub suppliers may be used as part of a routine. The routine must ensure updated lists of all suppliers.

O19 Certified solid wood, plywood and bamboo

The requirement concerns timber products that are extracted for use for product components of solid wood, plywood and bamboo as the raw material for writing instruments, brushes and packaging.

70% w/w of all wood for components of solid wood and plywood and 70% of all bamboo must come from certified forestry. Alternatively, bamboo may be cultivated organically, or the cultivation may be switched to organic production.

The requirement can be documented as purchased wood and bamboo on an annual basis. The certification must be performed by an independent third party.

The certification must be in accordance with a current forestry standard that fulfils the requirements of the standard and certification system stated in Appendix 8C.

☒ The proportion (%) of certified wood or bamboo included in the applicant's Nordic Ecolabelled production on an annual basis. Appendix 8B may be used.

☒ A copy of the forestry certificate signed and approved by a certification body.

Nordic Ecolabelling may require further documentation in order to assess whether the requirements of the standard, certification system and certified share are fulfilled. For example a copy of the certification body's approval report, a copy of the forestry standard

including name, address and telephone number of the organisation that drew up the standard, and references to persons representing parties and stakeholder groups that are invited to participate in the development of the forest standard.

2.4 Metal

The metal requirements concern metal in both products incl. holsters and containers.

O20 Heavy metals

Metal elements may not contain chromium VI, nickel, mercury, lead or cadmium.

Surface treatment with chromium, nickel, lead, cadmium or zinc may not occur.

There is an exemption from the requirement for metal elements that are not in contact with the skin and that weigh less than 5 g, and for the tips of ballpoint pens.

By "tip" is only meant the metal part that holds the ball in a ballpoint pen.

The requirement does not apply to residuals from raw materials production or processing. Residuals are considered to be residuals, pollutants and contaminants derived from raw materials production/processing included in metals in concentrations of < 100 ppm. Substances that are deliberately added to a raw material or included for a purpose are not considered to be impurities, irrespective of the concentration. See definition of residuals in section 1.1.

✉ Declaration from the metal supplier/manufacturer of metal parts subject to the requirement that the requirement is fulfilled. Appendix 9 may be used.

2.5 Plastic and rubber

O21 and O22 applies to all plastic parts (both virgin and recycled plastic) included with more than 1% w/w in the final product and O21 and O23 applies to all rubber irrespective of % w/w in the product. The requirements concern the product including containers, application parts and holsters. O22 also applies for primary packaging as defined in section 1.1.

O21 Additives in plastic and rubber

The following substances may not be actively added to the master batch or compound for plastic/plastic parts and rubber:

- pigments and additives based on lead, tin, cadmium, chromium VI and mercury, and their compounds
- phthalates
- halogenated organic compounds in general (including chlorinated polymers, PVC, chlorinated paraffins, fluorinated compounds and flame retardants)
- carcinogenic, mutagenic and reprotoxic compounds (categories 1 and 2)

The requirement concerns constituents added to master batches or compounds. The requirement does not concern the actual polymer production.
The requirement applies to all ingoing substances as defined in section 1.1. See definition of residuals in section 1.1.

✉ Documentation from the master batch and compound producer or supplier in accordance with Appendix 10.

O22 PVC and PVDC

Polyvinyl chloride (PVC) and polyvinyl dichloride (PVDC) may not be included in the product or packaging.

✉ Declaration from the producer that PVC and PVDC are not included.

O23 Natural latex and synthetic latex (SBR)

The content of 1.3-butadien must be less than 1 mg/kg latex.

The total content of the following PAHs may not be less than 0.2 mg/kg latex

- Benzo[A]Pyrene, CAS No: 50-32-8
- Benzo[E]Pyrene, CAS No: 192-97-2
- Benzo[A]Anthracene, CAS No: 56-55-3
- Dibenzo[A,H]Anthracene, CAS No: 53-70-3
- Benzo[B]Fluoranthene, CAS No: 205-99-2
- Benzo[J]Fluoranthene, CAS No: 205-82-3
- Benzo[K]Fluoranthene, CAS No: 207-08-9
- Chrysene, CAS No: 218-01-9

The residual limit of 100 ppm does not apply in this requirement.

✉ Test protocol from test of content of 1.3-butadien and the PAHs stated in the requirement in latex, showing that the requirement is fulfilled. Appendix 10 may be used.

2.6 Perfume and surface treatment

O24 Perfume, aroma and other aromatic compounds

Perfume, aroma or other aromatic compounds (e.g. essential oils, plant oils and plant extracts) may not be included in materials in the product.

✉ Declaration from the applicant that the requirement is fulfilled. Appendix 11 can be used.

O25 Surface treatment or foliation

By surface treatment or foliation of pencils, wooden coloured pencils and similar the following requirements have to be met:

Lacquers and other surface treatments (not foil) must comply with the requirements O6 and O11 in section 2.2.

Foil coatings must comply with the requirement O21 in section 2.5.

There is an exemption, however, for the requirement of the necessary text/logo and the Nordic Ecolabel logo.

✉ Declaration by the manufacturer/supplier of coatings or foliation of the requirement is met. Appendix 10 may be used for foils and appendix 12 may be used for other surface treatments.

2.7 Use and quality requirements

O26 Packaging/containers

For colouring pens, paint and glue, the packaging/container must be re-sealable, so that the product does not dry out.

✉ Photos or product sheets showing that the packaging can be re-sealed, so that the product does not dry out.

O27 Child safety

Products marketed as being products for children must fulfil the official child safety requirements, as well as the CE-marking requirements in accordance with relevant sections of the toy safety standard.

✉ Declaration from the producer of the chemical compound that the requirement is fulfilled.

Quality requirements

Quality requirements O288 to O35 are divided into the following sub-groups by product type and function:

- Hobby/office paint
- Hobby/office glue
- Hobby/office tape
- Writing instruments
  – with viscous colour or ink (not white board pens)
  – whiteboard pens
  – pencils
  – pastels, coloured pencils and crayons

O28 Quality requirements of hobby/office paint

The producer of paint for hobby/office use must have a quality procedure to test the viscosity of each batch of the paint to ensure that the required viscosity is achieved within a defined interval. There is an exemption for specific types of paints, where the viscosity intentional is close to that of water, such as fluid watercolour paints.

The viscosity must be storage stable. Storage stability is documented with a test of storage time of 2 months/56 days in accordance with ISO 3219-93.

The producer of the paint for hobby/office use must have a quality procedure for each batch in order to test that the paint is homogeneously blended (e.g. not grainy).

The paint's gloss range is determined, and the product label must state whether the paint is high gloss, gloss, semi-gloss, eggshell or matt. The gloss range is measured in accordance with ISO 2813-94 Gloss: Lacquers/varnishes and paints. Determination of film of non-metallic paints at 20°, 60° and 85°.

Table 28: Gloss ranges

Gloss type	**Gloss range**		
	20° Gloss	**60° Gloss**	**85° Gloss >**
Gloss	45-90	70 - 95+	-
Gloss	5-45	25-70	-
Semi-gloss	-	15-25	10-40
Eggshell	-	2-15	5-25
Matt	-	1-10	1-10

✉ Description of quality procedure to test the viscosity of paint, to ensure that the required viscosity is achieved for each batch. Statement of the viscosity required.

✉ Description of the quality procedure for testing the paint homogeneity of each batch.

✉ Documentation as a storage test of 2 months/56 days, cf. ISO 3219-93, to ensure that the paint does not separate during storage.

✉ Documentation of the stated gloss type in accordance with ISO 2813-94 and label showing that the gloss type is stated.

O29 Quality requirements of hobby and office glue

Based on quality tests it must be documented that the glue is of good quality, for use in the operation and the materials from which the product is marketed for on the product and product sheet, or for which the product is marketed elsewhere.

The product quality is here defined by the following 3 parameters:

- Glue efficiency expressed as an attachment in conjunction with the quantity used
- Glue consistency (is it too thin, too thick or lump it)
- The glue is easily applied

The Ecolabelled product must be tested against a reference product. The reference product must be an equivalent product from another producer on the Nordic market. Choice of reference product must be motivated in the test report. The test must be carried out as laboratory test laboratory complies with requirements listed in the "Test institute" section in Chapter 4. The efficiency test must be performed with at least 20 replicates and in 80% of these replicates the ecolabelled product should be at least as good as or better than the reference product. Selection of the test must be justified in relation to how it tests for the properties the glue is marketed with.

✉ Test report documenting compliance with the requirement.

O30 Quality requirements of hobby and office tape

It is must be ensured that the tape is of good quality in accordance with the function for which it is marketed. The following requirements must be fulfilled in terms of the function for which the tape is marketed.

Office tape

- Adhesion to steel measured according to EN 1939: of at least 1.5 N/cm
- Tensile strength measured according to EN 14410: at least 2,5 daN/cm
- Elongation at break measured by EN 14410: of at least 20%

Decorative tape/Correction tape

- Adhesion to steel measured according to EN 1939: of at least 1.5 N/cm
- Tensile strength measured according to EN 14410: at least 2 daN/cm
- Elongation at break measured by EN 14410: of at least 20%

Packing tape

- Adhesion to steel measured according to EN 1939: of at least 4 N/cm
- Tensile strength measured according to EN 14410: at least 300 N/100 mm width
- Elongation at break measured by EN 14410: of at least 100%

Moveable tape

- Tensile strength measured according to EN 14410: at least 2 daN/cm
- Elongation at break measured by EN 14410: of at least 20%

✉ Test report for tests stated in the requirement showing that the requirement is fulfilled in accordance with the function for which the tape is marketed.

O31 Ballpoint and rollerball pens with ink or gel

The pen's writing length must comply with the requirement level for writing length stated for the type of pen in question in the relevant table below. The writing length must be tested according to the test standard stated in the table. The requirement levels are stated for pens with a refill option, as this is a requirement for Nordic Ecolabelled pens, cf. requirement O4.

It must be described how the pen, including holster, is of high quality. The minimum lifetime must be equivalent to the use of the pen in 2 times writing length of an ink cartridge, cf. the tables in this requirement.

Table 31.1 Ballpoint pens ISO 12 757

Ballpoint pens are tested in accordance with ISO 12 757 Part 1 (article 5):		
Broad tip	(diameter > 1.05 mm)	with refill 1000 m
Medium tip	(1.05 mm > diameter > 0.85 mm)	with refill 1500 m
Fine tip	(0.85 mm > diameter > 0.65 mm)	with refill 2000 m
Extra fine tip	(0.65 mm > diameter)	with refill 2500 m

Table 31.2: Roller ball pens ISO 14 145

Roller ball pens are tested in accordance with ISO 14 145 Part 1 (article 5):		
Broad tip	(diameter > 1.2 mm)	with refill 200 m
Medium tip	(1.2 mm > diameter > 0.75 mm)	with refill 400 m
Fine tip	(0.75 mm > diameter > 0.55 mm)	with refill 600 m
Extra fine tip	(0.55 mm > diameter)	with refill 800 m

Table 31.3: Roller ball pens with gel ink ISO 27668:2009 Gel ink ball pens and refills

Roller ball pens with gel ink, tested in accordance with ISO 27668:2009 Gel ink ball pens and refills:		
Broad tip	(> 1.2 mm)	with refill 100 m
Medium tip	(1.2 mm > diameter > 0.75 mm)	with refill 200 m
Fine tip	(0.75 mm > diameter > 0.55 mm)	with refill 400 m
Extra fine tip	(0.55 mm > diameter > 0.40 mm)	with refill 600 m

✉ Test report in accordance with the requirement, showing that the requirement is fulfilled.

✉ Description showing that the life time of the pen (incl. holster) is 2 times the writing length of an ink cartridge.

O32 Marker pens/felt-tip pens (not white board)

The pen must be tested for resistance to dry out completely. It must be documented that the pen can lie without its cap without drying out during the period of time stated below in Table 32, followed by 1 hour with cap, then the pen should still be writable.

Table 32: Marker pens/felt-tip pens.

Marker and felt-tip pens and their ink must have the capacity not to dry out completely during the following periods of time:		
	Time without cap	Recovery time with cap
Permanent marker pens	5 h	1 h
Non-permanent marker pens	5 h	1 h
Colour felt-tip pens with washable ink	48 h	1 h
Colour felt-tip pens with extra washable ink	48 h	1 h

The test is performed in the following conditions: The pen without cap/lid is placed horizontally with the tip downwards in a climate chamber with a controlled temperature and humidity in accordance with ISO 554 Standard atmospheres for conditioning and/or testing. Temperature and humidity are maintained at 23°C and 50% RH, respectively, during the test. After the time stated in Table 31 it is tested whether the pen can still write.

✉ Documentation as a test report showing, that the pen does not dry out, in accordance with the requirement.

O33 Felt pens - only Whiteboard pens

It must be possible to remove writing on a whiteboard using a whiteboard sponge.

The pen must be tested for resistance to dry out completely. It must be documented that the pen can lie uncapped for at least 5 hours without drying out. This is followed by 1 hour with cap and then the pen should still be writable.

The test is performed in the following conditions:
The pen without cap/lid is placed horizontally with the tip downwards in a climate chamber with a controlled temperature and humidity in accordance with ISO 554 Standard atmospheres for conditioning and/or testing. Temperature and humidity are maintained at 23°C and 50% RH, respectively, during the test.

After 5 hours without cap, followed by 1 hour with the cap it is tested whether the pen can still write.

✉ Documentation as a test report showing, that the pen does not dry out, in accordance with the requirement.

O34 Pencils and pencil leads

Hardness defined by the European scale (H-B) cf. Table 34, for pencils and pencil leads must be tested in accordance with ISO 15184 or BS 3900-E19. The tested hardness must be shown on the pencil or pencil lead packaging. Equivalent standards may be used, as approved by Nordic Ecolabelling.

Table 34: Hardness scale for pencils and pencil leads.

9H	8H	7H	6H	5H	4H	3H	2H	H	F	HB	B	2B	3B	4B	5B	6B	7B	8B	9B
Hardest	→					Medium				→					Softest				

✉ Test report showing hardness tested in accordance with one of the standards stated in the requirement, and photo showing that hardness is shown on the pencil or pencil lead.

O35 Pastels, crayons and colored pencils

Pastels, crayons and coloured pencils must be tested for satisfactory quality in relation to the characteristics for which the product is marketed, either directly or indirectly via product type. The test may be the applicant's internal quality test, a consumer test with at least 10 independent test persons, or a test to compare with an equivalent product, such as a triangle test. The test must show that at least 80% are satisfied with the product.

✉ Description of the test, including the method selected and test result. If a consumer test is used, a copy of the completed and signed test reports must be submitted. A report describing which test persons and how many were asked must also be attached, as well as a summary of the results.

O36 Eraser

The eraser should be tested for satisfactory performance/quality for removing the pencil line from the paper without colour from the eraser rubs off on the paper. The test may be the manufacturer's internal quality testing, a consumer test with at least 10 independent testers or test, which compares with a similar product, e.g. a triangle test. In consumer tests. The test must show that at least 80% are satisfied with the product.

✉ Description of the test, including the method selected and test result. If a consumer test is used, a copy of the completed and signed test reports must be submitted. A report describing, which test persons and how many were asked, must also be attached, as well as a summary of the results.

2.8 Label, consumer information and recycling systems

O37 Information to the customer

The license holder must recommend that refills are used for the product types where this is offered in accordance with requirement O4. This information must be shown on e.g. the product, label, packaging or product sheet.

✉ Photo of the product, label, packaging or product sheet.

O38 Recycling system

Relevant national regulations, laws and/or industry agreements concerning recycling systems for products and packaging (such as REPA in Sweden, Green Point in Norway and PYR in Finland) must be fulfilled in the Nordic countries where the Nordic Ecolabelled products are marketed.

✉ Documentation from the applicant on connection to existing recovery/treatment agreement.

3 Quality and regulatory requirements

To ensure that Nordic Ecolabel requirements are fulfilled, the following procedures must be implemented.

If the manufacture's environmental management system is certified to ISO 14 001 or EMAS, and the following procedures implemented, it is sufficient for the accredited auditor to certify that the requirements are observed.

O39 Nordic Ecolabel licence person

The company shall appoint a person responsible for ensuring the fulfilment of Nordic Ecolabel requirements, and a contact person for communications with Nordic Ecolabelling.

✉ A chart of the company's organizational structure detailing who is responsible for the above.

O40 Documentation

The licensee must be able to present a copy of the application, and factual and calculation data supporting the documents submitted on application (including test reports, documents from suppliers and suchlike).

🔑 Checked on site.

O41 Quality of the Product

The licensee must guarantee that the quality of the production of the Nordic Ecolabelled office- and hobby supply is maintained throughout the validity period of the licence.

🕮 Procedures for collating and, where necessary, dealing with claims and complaints regarding the quality of the Nordic Ecolabelled product.

O42 Planned changes

Written notice must be given to Nordic Ecolabelling of planned changes in products and markets that have a bearing on Nordic Ecolabel requirements.

🕮 Procedures detailing how planned changes in products and markets are handled.

O43 Unplanned nonconformities

Unplanned nonconformities that have a bearing on Nordic Ecolabel requirements must be reported to Nordic Ecolabelling in writing and journalized.

🕮 Procedures detailing how unplanned nonconformities are handled.

O44 Traceability

The licensee must have a traceability system for the production of the Nordic Ecolabelled product.

🕮 Description of/procedures for the fulfilment of the requirement.

O45 Legislation and regulations

The licensee must guarantee adherence to safety regulations, working environment legislation, environmental legislation and conditions/concessions specific to the operations at all sites where the Nordic Ecolabelled product is manufactured.

No documentation is required, but Nordic Ecolabelling may revoke the licence if the requirement is not fulfilled.

Marketing

The Nordic Ecolabel is a very well-known and well-reputed trademark in the Nordic region. Nordic Ecolabelled products and services may be marketed using the Nordic Ecolabel so long as the associated licence is valid.

The label must be positioned so that there is no doubt as to what the label refers and so that it is clear that the office- and hobby supply is ecolabelled.

More information on marketing can be found in "Regulations for the Nordic Ecolabelling of products" 22 June 2011 or later versions.

Design of the Nordic Ecolabel

Design of the Nordic Ecolabel:

Each licence has a unique six-figured licence number that must be displayed along with the label.

More information on the design of the label can be found in "Regulations for the Nordic Ecolabelling of products" 22 June 2011 or later versions.

Follow-up inspections

Nordic Ecolabelling may decide to check whether the office- and hobby supply fulfil Nordic Ecolabel requirements during the licence period. This may involve a site visit, random sampling or similar test.

The licence may be revoked if it is evident that the product does not meet the requirements.

Random samples may also be taken in-store and analysed by an independent laboratory. If the requirements are not met, Nordic Ecolabelling may charge the analysis costs to the licensee.

Test institute

The used test institution/laboratory shall be competent and impartial in accordance with the following:
Laboratory must meet the general requirements of standard EN ISO 17025 or have official GLP status. The applicant is responsible for documentation and analysis costs.
Manufacturers' intern analysis laboratory can be authorized to perform quality testing if the following are met:

- The manufacturer has a quality management system encompassing sampling and analysis and has been certified to ISO 9000.
- By comparing test samples should be anonymised for test lab

How long is a licence valid?

Nordic Ecolabelling adopted the criteria for office- and hobby supply on 11 December 2013. The criteria are valid until 31 December 2018.

The Management group of product development for the Nordic Ecolabelling approved on 18 September 2014 adjustments in requirements O13, so that the requirement now contains hazard and r-phrases. The Criteria Manager Group approved 27 November 2014 adjustments in requirements O7 and O14 in relation to the use of other preservation than isothiazolinones. On 17 November 2014 the Board of Directors decided to remove O46 Marketing. The new criteria version is called 4.1.

Nordic Ecolabelling's Criteria Management Group approved on 4 February 2015 adjustments in requirements O6, so that the exclusion of classification with H318/R41 now only applies for products marketed to children, as well as office/hobby paints and crayons. The new version is called 4.2.

The ecolabel licence is valid providing the criteria are fulfilled and until the criteria expire. The validity period of the criteria may be extended or adjusted, in which case the licence is automatically extended and the licensee informed.

Revised criteria shall be published at least one year prior to the expiry of the present criteria. The licensee is then offered the opportunity to renew their licence.

New criteria

For the next revision it will be relevant to investigate whether for specific products there may be relevance, potential and steer ability for a resource or weight limitation in relation to the functional unit for the product type. This is particularly relevant for writing instruments - especially ballpoint pens.

It will also be relevant to assess for which product types there are high RPS (relevance, potential and steer ability) to set for recirculated materials and whether the requirement of the proportion of renewable or recirculated materials can be tightened. Especially for post-consumer recycled plastic it would be relevant to see if the requirement could be applied for other product types. This will depend of the quality of the future recycled plastic. The consultation and other contact with manufacturers has shown that it is not possible at this time.

Overall, there will in a future revision of the criteria also be focused on reducing the number of requirements. It seeks to ensure useable criteria, focusing on the areas where the highest environmental- and health benefits can be achieved.

Appendix 1 Overview of materials from the producer

Page 1 of 2

Producer:	Contact:
Product:	The product's total weight in kg:

Table 1 presents a general view of the applicable requirements. The quantities and composition of various materials may determine the requirements that apply. Applicants must complete Tables 1 and 2. The requirements concern both product and any product packaging.

Table 1 Overview of materials and the chapters in which the requirements are found.

Material	**Level**	**Require-ment**	**Appendix**	**Volumes (kg and w/w %)**	**Relevant**
Resources	General	O2–O3			For all
	Refill	O4			Yes ☐ No ☐
	Individual packaging	O5			For all
Chemicals (the chemical compound)	General	O6-O12	2+3+4+5		Yes ☐ No ☐
	More than 1% w/w of polymer in the chemical compound	O13	6		Yes ☐ No ☐
	Preservative	O14	3		Yes ☐ No ☐
	Perfume/aroma compounds	O15	3		Yes ☐ No ☐
	Nano particles	O16	3		Yes ☐ No ☐
Paper, cardboard and paper pulp	If more than 10% in the product	O17	7		Yes ☐ No ☐
Solid wood, plywood and bamboo	If more than 10% in the product	O18–O19	8a-8c		Yes ☐ No ☐
Metal	Parts more than 5 g	O20	9		Yes ☐ No ☐
Plastic	Virgin plastic - more than 1% w/w	O21-O22	10		Yes ☐ No ☐
Rubber	More than 1% w/w	O23	10		Yes ☐ No ☐
Perfume and aroma compounds	General	O24	11		For all
Pencils and coloured pencils	Surface treatment	O25	12		Yes ☐ No ☐
Use and quality requirements	General	O26–O27			For all
	Depending on product type	O28–O36			For all
Label, consumer information and return systems	General	O37–O38			For all
Quality and environ-mental management requirements	General	O39-O47	13		For all

Appendix 1 - page 2 of 2

Table 2 below must present an overview of:

- All suppliers of materials/raw materials/chemicals included in the product, as well as product packaging.
- The material's function in the product (e.g. chemical compound, surface treatment, packaging).
- The type of material/product (e.g. pigment, binder, plastic, metal, carton, etc.).
- State what percentage of each plastic material is renewable or recycled raw material - with specification of pre-consumer and post-consumer recycled plastic.
- The product's total weight is stated, as well as volumes of the individual materials in the product, and the % w/w of the product's total weight.
- Alternative to Table 2. Nordic Ecolabelling also accepts complete spreadsheets or similar from the producer, if the information described here is included. Table 1 above must always be completed.

Table 2. Overview of materials and suppliers, the material's function in the product, material volumes, proportion renewable, proportion recycled and any composition of materials.

Supplier	**Function in product**	**Material type and composition**	**Percentage renewable/recycled**	**Weight in kg**	**% w/w**
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					

Product part of metal and metal packaging

Are metal used in the packing, holsters, coils or application parts of the ecolabelled product? Yes ☐ No ☐

Signature of the applicant:

Date:	Company name:
Person responsible:	Telephone:

Appendix 2 Declaration of requirements of the chemical compound

The chemical product's name and area of use:
Producer/importer of the chemical compound:

Classification of chemical compound (e.g. ink, paint, graphite, coloured pencils, crayons, chalk, glue and other adhesives)

Is the chemical compound classified in accordance with the table below? Yes ☐ No ☐

If yes, please specify the classification: _____

Note that the prohibition of classification with H332, H312, H302, H334 and H317 only concerns products for children and office/hobby paint and crayons.

Table 6: List of non-permitted classification of the finished chemical compound used in the product, in accordance with the CLP Regulation 1272/2008, or later.

CLP Regulation 1272/2008			**EU Dangerous Substances Directive 67/548/EC**	
Signal words	**Hazard code**		**Hazard designation**	**Risk code**
			Environmentally hazardous	
Warning, Aquatic acute 1	H400		N	R50
Warning, Aquatic chronic 1	H410		N	R50/53
Warning, Aquatic chronic 2	H411		N	R51/53
-, Aquatic chronic 3	H412		-	R52/53
-, Aquatic chronic 4	H413		-	R53
-, Ozone	EUH059		N	R59
			Carcinogenic	
Hazardous, Carc. 1A or 1B	H350		T	R45 and/or
Hazardous, Carc. 1A or 1B	H350i		T	R49
Warning, Carc. 2	H351		Xn	R40
			Mutagenic	
Hazardous, Muta. 1A or 1B	H340		T	R46
Warning, Muta. 2	H341		Xn	R68
			Reprotoxic	
Hazardous, Repr. 1A or 1B	H360		T	R60
Hazardous, Repr. 1A or 1B	H360		T	R61
Warning, Repr. 2	H361		Xn	R62 and/or
Warning, Repr. 2	H361		Xn	R63
-	H362		-	R33
-	H362		-	R64
			Very toxic	
Hazardous, Acute Tox. 1 or 2	H330		Tx	R26
Hazardous, Acute Tox. 1	H310		Tx	R27
Hazardous, Acute Tox. 2	H300		Tx	R28 and/or
Hazardous, STOT SE 1	H370		Tx	R39

			Toxic	
Hazardous, Acute Tox. 2 or 3	H330 or H331		T	R23
Hazardous, Acute Tox. 3	H331		T	R24
Hazardous, Acute Tox. 3	H301		T	R25
Hazardous, STOT SE 1	H370		T	R39 and/or
Hazardous, STOT RE 1	H372		T	R48
			Hazardous to health Xn	
Warning, STOT RE 2	H373		Xn	R48
Hazardous, Asp. Tox. 1	H304		Xn	R65 and/or
Warning, STOT SE 2	H371			R68
			Corrosive	
Hazardous, Skin Corr. 1B	H314		C	R34
Hazardous, Skin Corr. 1A	H314		C	R35
			Extremely flammable	
Flam. Gas 1	H220		F+ , gas	R12
Flam. Gas. 2	H221		F+ , gas	R12
Flam. Liq. 1	H224		F+ , liquid	R12
The following prohibition only concerns products for children and office/hobby paint and crayons				
			Hazardous to health	
Warning, Acute Tox 4	H332		Xn	R20
Warning, Acute Tox 4	H312		Xn	R21
Warning, Acute Tox 4	H302		Xn	R22
			Local irritating	
Hazardous, Eye Dam.1	H318		Xi	R41
			Sensitising	
Hazardous, Resp. Sens. 1	H334		Xn	R42
Warning, Skin Sens. 1	H317		Xi	R43

The classification applies in accordance with the EU's Dangerous Substances Directive 67/548/EC with subsequent amendments and adjustments and/or CLP Regulation 1272/2008 with subsequent amendments. During the transition period, i.e. up to 1 June 2015, classification in accordance with the EU's Dangerous Substances Directive or the CLP Regulation may be used. After the transition period, only classification in accordance with the CLP Regulation applies (see the above Table).

We confirm that the aforementioned declarations have been made to the best of our knowledge and according to the knowledge held at this time, based on tests and/or declarations from raw materials producers/suppliers. Reservation is made for any developments and new knowledge. If such new knowledge arises, the signatory is obliged to submit an updated declaration to Nordic Ecolabelling.

Signature of the producer of the chemical compound:

Date	Company name
Case officer	Telephone

Appendix 3 Declaration for ingoing substances in chemical raw materials

(For inks in ballpoint and rollerball pens that are not marketed to children, use Appendix 4)

The chemical raw material's name and area of use:
Producer/supplier of the raw material:

Framework for the declaration
The following definitions should be used for "ingoing substances": When referring to which substances the product contain, it means all ingoing substances in the product. Ingoing substances are defined as all substances in the chemical product – including additives (e.g. preservatives or stabilisers) in the raw materials/ingredients, but not residuals from production of raw materials).

Residuals from production of raw materials are defined as residuals, pollutants and contaminants derived from the production of the raw materials which are present in the final product/chemical compound in amounts less than 100 ppm (0.0100 wt % , 100 mg/kg), but not substances added to the raw materials or product intentionally and with a purpose – regardless of amount. Residuals in the raw materials above 1,0 % are regarded as ingoing substances. Known substances realised from the raw materials are also regarded as ingoing substances.

The declarations shall be made to the best of your knowledge and according to the knowledge held at this time, based on tests and/or declarations from raw materials producers/suppliers. Reservations are made for any developments and new knowledge. If such new knowledge arises, the signatory is obliged to submit an updated declaration to Nordic Ecolabelling.

If the information concerning the composition of the raw materials is confidential, the information can be sent directly to the environmental labelling organisation.

Classification of ingoing substances

Are the constituent substances classified in accordance with the table below? Yes ☐ No ☐

If yes, please specify what substances, the classification and quantity: _____

_____

Table 7: List of non-permitted classification of the constituent substances in the finished chemical compound used in the product.

CLP Regulation 1272/2008			**EU Dangerous Substances Directive 67/548/EC**	
Signal words	**Hazard code**		**Hazard designation**	**Risk code**
			Carcinogenic	
Hazardous, Carc. 1A or 1B	H350		T	R45 and/or
Hazardous, Carc. 1A or 1B	H350i		T	R49
Warning, Carc. 2	H351		Xn	R40
			Mutagenic	
Hazardous, Muta. 1A or 1B	H340		T	R46
Warning, Muta. 2	H341		Xn	R68
			Reprotoxic	
Hazardous, Repr. 1A or 1B	H360		T	R60
Hazardous, Repr. 1A or 1B	H360		T	R61
Warning, Repr. 2	H361		Xn	R62 and/or
Warning, Repr. 2	H361		Xn	R63
-	H362		-	R33
-	H362		-	R64
			Very toxic	
Hazardous, Acute Tox. 1 or 2	H330		Tx	R26
Hazardous, Acute Tox. 1	H310		Tx	R27
Hazardous, Acute Tox. 2	H300		Tx	R28 and/or
Hazardous, STOT SE 1	H370		Tx	R39
			Toxic	
Hazardous, Acute Tox. 2 or 3	H330 or H331		T	R23
Hazardous, Acute Tox. 3	H331		T	R24
Hazardous, Acute Tox. 3	H301		T	R25
Hazardous, STOT SE 1	H370		T	R39 and/or
Hazardous, STOT RE 1	H372		T	R48
			Hazardous to health	
Warning, STOT RE 2	H373		Xn	R48
Hazardous, Asp. Tox. 1	H304		Xn	R65 and/or
Warning, STOT SE 2	H371		Xn	R68
The following prohibition only concerns products for children and office/hobby paint and crayons				
			Sensitising	
Hazardous, Resp. Sens. 1	H334		Xn	R42
Warning, Skin Sens. 1	H317		Xi	R43
			Hazardous to health	
Warning, Acute Tox 4	H332		Xn	R20
Warning, Acute Tox 4	H312		Xn	R21
Warning, Acute Tox 4	H302		Xn	R22

The classification applies in accordance with the EU's Dangerous Substances Directive 67/548/EC with subsequent amendments and adjustments and/or CLP Regulation 1272/2008 with subsequent amendments. During the transition period, i.e. up to 1 June 2015, classification in accordance with the EU's Dangerous Substances Directive or the CLP Regulation may be used. After the transition period, only classification in accordance with the CLP Regulation applies (see the above Table).

Note that the producer of the ingoing substance that is responsible for the correct classification.

✉ Safety data sheet/product sheet in accordance with current legislation in the country of application, e.g. Appendix II in REACH (Regulation 1907/2006/EC) for the raw material.

Content and additives in the raw material

Does the raw material contain cadmium, lead, chromium VI, mercury, arsenic, barium (with the exception of barium sulphate), selenium, cobalt and antimony? Yes ☐ No ☐

If yes, please specify what substances and quantity (weight%): _____

_____

Does the raw material contain volatile organic compounds[2]? Yes ☐ No ☐

If yes, please specify what substances and quantity (weight%): _____

_____

Does the raw material contain volatile aromatic compounds (VAH)[3]? Yes ☐ No ☐

If yes, please specify what substances and quantity (weight%): _____

_____

Does the raw material contain added halogenated organic solvents? Yes ☐ No ☐

If yes, please specify what substances and quantity (weight%): _____

_____

Does the raw material contain substances from the EU's priority list of substances that must be examined further for hormone-disturbing effects in category 1 or 2? Yes ☐ No ☐

If yes, please specify what substances and quantity (weight%): _____

_____

Does the product contain substances on the EU's candidate list under REACH 1907/2006/EC article 59.10? Yes ☐ No ☐

If yes, please specify what substances and quantity (weight%): _____

_____

Preservative

Does the raw material contain preservatives? Yes ☐ No ☐

If yes, state the name of the preservative, classification, quantity of the preservative in ppm and the substance's biological concentration factor (BCF); if this does not exists for the substance, logKow may be used: _____

[2] Volatile organic compounds are here defined as:
Organic compounds with a steam pressure exceeding 0.010kPa, at 20°C, (does not apply to hobby paint), but if the steam pressure is not stated, and for hobby paint, the following definition is used instead: organic substances with an initial boiling point that is lower than or equal to 250°C measured at a normal pressure of 101.3 kPa.
If both steam pressure and value of initial boiling point are stated as described above, the steam pressure is always used. This does not apply to hobby paint.

[3] Volatile aromatic compounds are volatile organic compounds in which one or several benzene rings are included in the molecule.

If there is a measured BCF value, the highest measured value must be used instead of logKow. This means that a substance with a logKow value ≥ 4 is not considered to be bioaccumulable if the highest measured BCF value is < 500.

Does the raw material contain isothiazolinones? Yes ☐ No ☐

If yes, state the content below:

The raw material contains _____ ppm of the compound of 5-chloro-2-methyl-2H-isothiazolin-3-one (CAS-no. 26172-55-4) and 2-methyl-2H-isothiazolin-3-one (CAS-no. 2682-20-4) (3:1)

The raw material contains _____ ppm of other isothiazolinones

Perfume, aroma and other aroma compounds
Does the the raw material contain perfume, aroma or other aroma compounds (e.g. essential oils, plant oils and plant extracts)? Yes ☐ No ☐

Nano particles (from nano material)
Polymer emulsions are not considered to be a nano material.

Exemptions from the requirement are given for the following:

- Pigment **
- Synthetic amorphous silica ***

Does the raw material contain nano particles (from nano material)? Yes ☐ No ☐

**The definition of nano material follows the European Commission's definition of nano materials from 18 October 2011: "Nano materials" are defined as a natural, incidental or manufactured material containing particles in an unbound state or as an aggregate or an agglomerate and where at least 50% of the particles in the size distribution by number, in one or more external dimensions, are in the size range of 1-100 nm. 'Particle', 'agglomerate' and 'aggregate' are defined as follows:*

(a) 'particle' means a minute piece of matter with defined physical boundaries.

b) 'agglomerate' means a collection of weakly bound particles or aggregates where the resulting external surface area is similar to the sum of the surface areas of the individual components.

(c) 'aggregate' means a particle comprising of strongly bound or fused particles.

*** nanotitandioxid are not counted as pigment*

**** This is the traditional synthetic amorphous silica in bulk form. Coated silica are not included here.*

Signature of the raw material producer/supplier:

Date:	Company name:
Person responsible:	Telephone:

Appendix 4 Ingoing substances in ballpoint and rollerball pens

The chemical raw material's name and area of use:
Producer/supplier of the raw material:

Framework for the declaration

The following definitions should be used for "ingoing substances": When referring to which substances the product contain, it means all ingoing substances in the product. Ingoing substances are defined as all substances in the chemical product – including additives (e.g. preservatives or stabilisers) in the raw materials/ingredients, but not residuals from production of raw materials). Residuals from production of raw materials are defined as residuals, pollutants and contaminants derived from the production of the raw materials which are present in the final product/chemical compound in amounts less than 100 ppm (0.0100 wt % , 100 mg/kg), but not substances added to the raw materials or product intentionally and with a purpose – regardless of amount. Residuals in the raw materials above 1.0 % are regarded as ingoing substances. Known substances realised from the raw materials are also regarded as ingoing substances.

The declarations shall be made to the best of your knowledge and according to the knowledge held at this time, based on tests and/or declarations from raw materials producers/suppliers. Reservations are made for any developments and new knowledge. If such new knowledge arises, the signatory is obliged to submit an updated declaration to Nordic Ecolabelling.

If the information concerning the composition of the raw materials is confidential, the information can be sent directly to the environmental labelling organisation.

Ingoing substances:

Does the raw material contain substances from the EU's priority list of substances that must be examined further for hormone-disturbing effects in category 1 or 2? Yes ☐ No ☐

If yes, please specify what substances and quantity (weight%):_____

Does the product contain substances on the EU's candidate list under REACH 1907/2006/EC article 59.10? Yes ☐ No ☐

If yes, please specify what substances and quantity (weight%):_____

Does the raw material contain perfume, aroma or other aroma compounds (e.g. essential oils, plant oils and plant extracts? Yes ☐ No ☐

Signature of the raw material producer/supplier:

Date:	Company name:
Person responsible:	Telephone:

Appendix 5 Declaration of pigments and dyes

Name of the pigment/colorant:
Producer/supplier of the pigment/colorant:

The declarations shall be made to the best of your knowledge and according to the knowledge held at this time, based on tests and/or declarations from raw materials producers/suppliers. Reservations are made for any developments and new knowledge. If such new knowledge arises, the signatory is obliged to submit an updated declaration to Nordic Ecolabelling.

If the information concerning the composition of the raw materials is confidential, the information can be sent directly to the environmental labelling organisation.

Does the pigment or colorant contain PCB (polychlorinated biphenyls)? Yes ☐ No ☐

If yes, is PCB only contained as an impurity or an unintended production residue? Yes ☐ No ☐

Is the PCB present as < 25 ppm in pigment or colorant? Yes ☐ No ☐

☒ Test report for PCB content. The PCB concentration must be tested in accordance with "Determination of low levels of chlorinated biphenyl impurities in pigments"4, or other relevant test method, e.g. "US EPA test method 608".

Signature of the pigment/colorant producer/supplier:

Date:	Company name:
Person responsible:	Telephone:

[4] Chemosphere, 1984, 13(4), 499-506

Appendix 6 Declaration for residual monomers in polymers

Name of the polymer:
Producer/supplier of the polymer:

The declarations shall be made to the best of your knowledge and according to the knowledge held at this time, based on tests and/or declarations from raw materials producers/suppliers. Reservations are made for any developments and new knowledge. If such new knowledge arises, the signatory is obliged to submit an updated declaration to Nordic Ecolabelling.

If the information concerning the composition of the raw materials is confidential, the information can be sent directly to the environmental labelling organisation.

Do the polymers comply with the following requirements of the content of residual monomers? Yes ☐ No ☐

☒ Specifications and/or analysis result from the polymer producer, to support fulfilment of the requirement.

The total content of residual monomers in the polymer may not exceed 100 ppm (100 mg/kg polymer) measured on the newly produced polymer dispersion, for the residual monomers classified in one or several classes, as described in Table 12 below.

There is exemption from the requirement of vinyl acetate for up to 1000 ppm in the polymer.

Statement of the quantity of residual monomers must be for a newly produced polymer.

Table 12:

According to the CLP Regulation (EC:1272/2008):	**According to the Dangerous Preparations Directive 1999/45/EC:**
CMR (category 1a, 1b, 2)	CMR (class 1-3)
Acute toxicity, (category 1-4)	Very toxic (T+)
Aspiration toxicity (category 1)	Toxic (T)
Specific organ toxicity on occasional exposure (category 1-2)	Hazardous to health (Xn)
Specific organ toxicity on repeated exposure (category 1-2) or Skin or Airway sensitisation (category 1, 1a, 1b).	Allergenic (R 42), (R 43)

The classification applies in accordance with the EU's Dangerous Substances Directive 67/548/EC with subsequent amendments and adjustments and/or CLP Regulation 1272/2008 with subsequent amendments. During the transition period, i.e. up to 1 June 2015, classification in accordance with the EU's Dangerous Substances Directive or the CLP Regulation may be used. After the transition period, only classification in accordance with the CLP Regulation applies.

Signature of the polymer producer/supplier:

Date:	Company name:
Person responsible:	Telephone:

Appendix 7 Declaration for paper, carton and pulp

Name of the raw material:
Producer/supplier of the paper, carton or pulp:

Does the paper, carton or pulp contain at least 75% w/w recycled fibre? Yes ☐ No ☐

If paper, cardboard or pulp contains less than 75% recycled fiber please state how much:

_____

Does the paper, carton or pulp contain at least 75% w/w certified* fibre? Yes ☐ No ☐

If paper, cardboard or pulp contains less than 75% certified fiber please state how much:

_____

** where the forestry are certified to one of the forestry standards or certification systems specified in Appendix 8C or alternatively, cultivation of the fibre raw material are certified organic or converting to organic production.*

Signature of the producer/supplier of paper, cardboard or pulp:

Date:	Company name:
Person responsible:	Telephone:

Appendix 8 Wood, plywood and bamboo

The appendix contains the following sub appendixes:

- 8a Origin, traceability and certified raw material
- 8b Description of the raw material and share of certified raw material
- 8c Requirements of forest certification

Appendix 8a Origin, traceability and certified raw material

Supplier/producer of wood, plywood and bamboo:
Producer:
Product type (e.g. solid wood, plywood or bamboo):

For documentation of the raw material:

- Wood type/bamboo and geographical origin (country/state and region/province)
- Copy of certificate(s) for forest certification and type standard
- Share (%) of wood from certified forestry/raw material (copy of invoice may be used as documentation)

Type of wood/ Raw material (Type and name)*	**Geographical origin (country/ state and region/ province)**	**Forest Management (no.) Chain of Custody (no.)**	**Share (%) of wood from certified forestry**

**Describe whether it is, for example, pine, spruce, beech, etc. and the Latin name*

Signature of the producer/supplier of wood, plywood and bamboo:

Date:	Company name:
Person responsible:	Telephone:

Appendix 8b Wood, willow and bamboo
- Description of the raw material and share of certified raw material

(Completed by the applicant)

For documentation of the raw material:

Detailed description of the supplier chain from cultivation to producer:

_____

_____

_____

_____

Alternatively, a flow diagram showing the supplier chain from cultivation to producer may be submitted as own document.

Table 8b: Raw material purchased for the producer on an annual basis. Applies to both certified and non-certified raw material.

Type of wood/Raw material (Type and name)*	**Supplier**	**Volume (m^3 per year)**	**Share (%) of wood from certified forestry**
Total:			

**Describe whether it is, for example, pine, spruce, beech, etc. and the Latin name.*

Signature of the applicant:

Date:	Company name:
Person responsible:	Telephone:

Appendix 8c Wood and bamboo - Requirements of forest certification

Wood included in the product must be certified by a third party, cf. the current forestry standard, which fulfils the requirement of the standard and certification system.

The following requirements apply to standards and certification systems that can be accepted by Nordic Ecolabelling.

Standards:

1. The standard must balance the economic, ecological and social interests and comply with the UN's Rio document, Agenda 21, and the Forestry Principles, and respect relevant international conventions and agreements.
2. The standard must include absolute requirements and promote the objective of sustainable forestry.
3. The standard must be generally available. The standard must be developed in an open process in which ecological, economic and social stakeholders have been invited to participate.

Certification system:

The certification system must be open and have broad national or international credibility, and it must be possible to control compliance with the requirements in the forestry standard (see above).

Certification body:

The certification body must be impartial and credible and be able to verify that the requirement in the standard is fulfilled, be able to communicate the result, and be suitable for an effective implementation of the standard.

Documentation:

Copy of the forestry standard, name, address and telephone number of the organisation that drew up the standard, and the certification body's approval report.

References must be given for persons representing parties and interest groups that have been invited to contribute to the development of the forestry standard.

The environmental labelling organisation is entitled to require further documentation in order to assess whether the requirements in the standard and the certification system are fulfilled.

Alternatively:

In certain cases, Nordic Ecolabelling may agree to grant a licence without the wood used in production being certified in accordance with an approved forestry standard.

It must be documented in another reliable way that the wood is sourced from sustainable forestry with a level of requirements that is equivalent to the approved forestry standards.

Appendix 9 Declaration for metal

Name of the metal raw material:
Producer/supplier of the metal material:

The declarations shall be made to the best of your knowledge and according to the knowledge held at this time, based on tests and/or declarations from raw materials producers/suppliers. Reservations are made for any developments and new knowledge. If such new knowledge arises, the signatory is obliged to submit an updated declaration to Nordic Ecolabelling.

If the information concerning the composition of the raw materials is confidential, the information can be sent directly to the environmental labelling organisation.

Does the metal raw material contain chromium VI, nickel, mercury, lead or cadmium?

Yes ☐ No ☐

Is the metal raw material covered with chromium, nickel, lead, cadmium or zinc?

Yes ☐ No ☐

The requirement does not apply to residuals from raw material production or reprocessing. Residuals from production of raw materials are defined as residuals, pollutants and contaminants derived from the production of the raw materials which are present in the metal in amounts less than 100 ppm (0.0100 wt %, 100 mg / kg), but not substances added to the raw materials or product intentionally and with a purpose – regardless of amount. Residuals in the raw materials above 1.0 % are regarded as ingoing substances.

Signature of the producer/supplier of the metal.

Date:	Company name:
Person responsible:	Telephone:

Appendix 10 Declaration for plastic, rubber and foils

Name of the plastic and rubber raw material:
Producer/supplier of the raw material:

The declarations shall be made to the best of your knowledge and according to the knowledge held at this time, based on tests and/or declarations from raw materials producers/suppliers. Reservations are made for any developments and new knowledge. If such new knowledge arises, the signatory is obliged to submit an updated declaration to Nordic Ecolabelling.

If the information concerning the composition of the raw materials is confidential, the information can be sent directly to the environmental labelling organisation.

Plastics, rubber and plastic foils (additives in master batch and compound)
Does the master batch or compound contain pigments and additives based on lead, tin, cadmium, chromium VI and mercury, and their compounds? Yes ☐ No ☐

Does the master batch or compound contain phthalates? Yes ☐ No ☐

Does the master batch or compound contain halogenated organic compounds in general (includes chlorinated polymers, PVC, chlorinated paraffins, fluorinated compounds, flame retardants and organic bleach chemicals)? Yes ☐ No ☐

Does the master batch or compound contain carcinogenic, mutagenic and reproduction-harmful compounds (categories 1 and 2)? Yes ☐ No ☐

Specific requirements of Natural latex and synthetic latex (SBR)
Is the 1,3-butadiene content of the raw material less than 1 mg/kg latex? Yes ☐ No ☐

Is the total content of the following PAHs less than 0.2 mg/kg latex? Yes ☐ No ☐

- Benzo[A]Pyrene, CAS No: 50-32-8
- Benzo[E]Pyrene, CAS No: 192-97-2
- Benzo[A]Anthracene, CAS No: 56-55-3
- Dibenzo[A,H]Anthracene, CAS No: 53-70-3
- Benzo[B]Fluoranthene, CAS No: 205-99-2
- Benzo[J]Fluoranthene, CAS No: 205-82-3
- Benzo[K]Fluoranthene, CAS No: 207-08-9
- Chrysene, CAS No: 218-01-9

The PAH requirement does not apply to residuals from raw materials production or processing. Residuals are considered to be residues from raw materials production/ processing included in metals in concentrations of < 100 ppm. Substances that are deliberately added to a raw material or included for a purpose are not considered to be residuals, irrespective of the concentration. The requirements also concern known decomposition substances.

Signature of the producer/supplier.

Date	Company name
Person responsible	Telephone

Appendix 11 Perfume, aroma or other aromatic compounds

Name of the product:
Applicant:

Perfume, aroma and other aromatic compounds

Does the raw material contain perfume, aroma or other aromatic compounds (e.g. essential oils, plant oils and plant extracts)? Yes ☐ No ☐

The declarations shall be made to the best of your knowledge and according to the knowledge held at this time, based on tests and/or declarations from raw materials producers/suppliers. Reservations are made for any developments and new knowledge. If such new knowledge arises, the signatory is obliged to submit an updated declaration to Nordic Ecolabelling.

Signature of the applicant:

Date:	Company name:
Person responsible:	Telephone:

Appendix 12 Surface treatment

Name of the surface treatment product:
Producer/supplier of the surface treatment:

Does the raw material contain substances from the EU's priority list of substances that must be examined further for hormone-disturbing effects in category 1 or 2? Yes ☐ No ☐

If yes, please specify what substances and quantity (weight%):_____

_____

Does the product contain substances on the EU's candidate list under REACH 1907/2006/EC article 59.10? Yes ☐ No ☐

If yes, please specify what substances and quantity (weight%):_____

_____

Is the chemical compound classified in accordance with the table below? Yes ☐ No ☐

If yes, please specify the classification:_____

_____

Table 12: List of non-permitted classification of the finished chemical compound used in the product, in accordance with the CLP Regulation 1272/2008, or later.

CLP Regulation 1272/2008			**EU Dangerous Substances Directive 67/548/EC**	
Signal words	**Hazard code**		**Hazard designation**	**Risk code**
			Environmentally hazardous	
Warning, Aquatic acute 1	H400		N	R50
Warning, Aquatic chronic 1	H410		N	R50/53
Warning, Aquatic chronic 2	H411		N	R51/53
-, Aquatic chronic 3	H412		-	R52/53
-, Aquatic chronic 4	H413		-	R53
-, Ozone	EUH059		N	R59
			Carcinogenic	
Hazardous, Carc. 1A or 1B	H350		T	R45 and/or
Hazardous, Carc. 1A or 1B	H350i		T	R49
Warning, Carc. 2	H351		Xn	R40
			Mutagenic	
Hazardous, Muta. 1A or 1B	H340		T	R46
Warning, Muta. 2	H341		Xn	R68
			Reprotoxic	
Hazardous, Repr. 1A or 1B	H360		T	R60
Hazardous, Repr. 1A or 1B	H360		T	R61
Warning, Repr. 2	H361		Xn	R62 and/or
Warning, Repr. 2	H361		Xn	R63
-	H362		-	R33
-	H362		-	R64

			Very toxic	
Hazardous, Acute Tox. 1 or 2	H330		Tx	R26
Hazardous, Acute Tox. 1	H310		Tx	R27
Hazardous, Acute Tox. 2	H300		Tx	R28 and/or
Hazardous, STOT SE 1	H370		Tx	R39
			Toxic	
Hazardous, Acute Tox. 2 or 3	H330 or H331		T	R23
Hazardous, Acute Tox. 3	H331		T	R24
Hazardous, Acute Tox. 3	H301		T	R25
Hazardous, STOT SE 1	H370		T	R39 and/or
Hazardous, STOT RE 1	H372		T	R48
			Hazardous to health	
Warning, STOT RE 2	H373		Xn	R48
Hazardous, Asp. Tox. 1	H304		Xn	R65 and/or
Warning, STOT SE 2	H371		Xn	R68
			Corrosive	
Hazardous, Skin Corr. 1B	H314		C	R34
Hazardous, Skin Corr. 1A	H314		C	R35
			Local irritating,	
Hazardous, Eye Dam. 1	H318		Xi	R41
			Extremely flammable	
Flam. Gas 1	H220		F+ , gas	R12
Flam. Gas. 2	H221		F+ , gas	R12
Flam. Liq. 1	H224		F+ , liquid	R12
The following prohibition only concerns products for children and office/hobby paint and crayons				
			Hazardous to health	
Warning, Acute Tox 4	H332		Xn	R20
Warning, Acute Tox 4	H312		Xn	R21
Warning, Acute Tox 4	H302		Xn	R22
			Sensitising	
Hazardous, Resp. Sens. 1	H334		Xn	R42
Warning, Skin Sens. 1	H317		Xi	R43

The declarations shall be made to the best of your knowledge and according to the knowledge held at this time, based on tests and/or declarations from raw materials producers/suppliers. Reservations are made for any developments and new knowledge. If such new knowledge arises, the signatory is obliged to submit an updated declaration to Nordic Ecolabelling.

Signature of the surface treatment producer/supplier:

Date:	Company name:
Person responsible:	Telephone: