

Global GreenTag^{Cert™}

INTERNATIONAL EPD PROGRAM

SCHEME DOCUMENT: Version 1.0



GLOBAL
GREEN TAG
INTERNATIONAL PTY LTD

green product certification
trust brands

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GLOBAL GREENTAG VERIFIED EPD PROGRAM:

SCHEME DOCUMENT

Verification of Global GreenTag Type III Environmental Product

Declaration of Construction Products to EN 15804:2012

1.00 Introduction

This scheme has been established to provide independent, third party verification of Environmental Product Declarations (EPD) for construction and interiors products compiled in accordance with the Global GreenTag International Pty Ltd (GGTI) Program Rules and any of the following:

- Product Category Rules (PCR) for Type III Environmental Product Declaration of Construction and Interiors product(s) to EN 15804:2012 as published;
- Product Category Rules (PCR) developed for specific construction and interiors product(s) in accordance with the requirements of ISO 14025:2010 and EN 15804:2012, and approved or mutually recognised by GGTI;
- A Life Cycle Assessment (LCA) study that has been critically reviewed to ensure compliance with the requirements of ISO 14025:2010 and EN 15804:2012 and approved by GGTI.

This verification scheme has been designed to ensure that the EPD are in conformance with the referenced Standards.

Following successful verification, the company and product details as well as the EPD and certification results, will appear on Global GreenTag's website www.globalgreentag.com.

While this program forms part the GGTI Product Certification program; this document describes a scheme to certificate the process of generating a GGTI Verified EPD as part of the LCARate reporting process

2.00 Scope

Construction product EPDs are compiled using the results of ISO 14040 and ISO 14044 compliant LCA studies conducted in compliance with the requirements of the applicable Standards (EN 15804 and ISO 14025).

The core rules contained in EN 15804 are typically used to elaborate product category rules for specific construction products, but may also be used directly in the LCA study. EPD may therefore be generated using any of the following:

- GGTI PCRs to EN 15804: Product Category Rules for Type III Environmental Product Declaration of Construction and Interior products to EN 15804:2012;
- other PCR to EN 15804 developed under EPD programme operators, other than GGTI, in conjunction with mutual recognition agreements

- the core rules contained in EN 15804 in a critically reviewed LCA study.

A GGTI Verified EPD will be cradle to grave and is either for a declared unit (e.g. per mass, area, length, volume or item) or for a functional unit (e.g. area of building element) depending on the type of declaration.

This scheme provides verification and listing of EPD compiled as described above in accordance with the requirements of ISO 14025:2010 and EN 15804:2012.

To ensure the transparency of the verification procedure, a report will be generated that documents the verification process.

This report will be available to any person upon request, whilst adhering to the obligations of rules for data confidentiality as set out in ISO 14025:2010 clause 8.3 and the GGTI General Programme Rules.

4.00 Application for verification of an EPD

To apply for verification of an EPD, members of any mutual recognition scheme shall complete the GGT Verified EPD Scheme Application Form and return it to GGTI. On receipt, all applications are checked for eligibility and completeness. A formal quotation is prepared which includes the scope of verification, terms and conditions and the fees for the review and reporting.

5.00 The Verification Process

5.01 Application and quotation

As detailed above, the process starts with the completion of our application form and provision of a quotation.

5.02 Data to be submitted for verification

a) LCA Background Report

The LCA background report submitted should contain the following data for a desk top review.

- General information
- Goal and intended application
- Unit of assessment (functional / declared unit)
- Detailed product description (composition, technical specification) including process flow diagram
- Description of system boundaries (modules assessed)
- Criteria for exclusion of inputs and outputs
- Data selection and quality requirements
- Development of product level scenarios
- Data collection and calculation process
- Allocation procedure
- Mass balance
- Assignment of life cycle data to datasets of an LCA-software or database source
- LCIA results per modules or unit processes, e.g. structured according to life cycle stages in accordance with EN 15804 requirements;

- LCIA results per production plant/product if generic data is declared from several plants or for a range of similar products.

b) Completed Draft EPD

Submit the draft EPD for verification.

c) Additional Information

Any other information not already provided in the LCA Background but considered necessary in aid of the verification of the EPD should also be submitted as additional information.

5.03 Verification of EPD

A GGTI appointed Verifier will review the submissions to confirm conformance of the LCA study and the resulting EPD with the requirements of ISO 14025:2010 and EN 15804:2012.

Where there are areas of non-conformance or queries, the EPD is returned to the applicant for corrective action and/or response to the queries. Following this the Applicant is required to resubmit the EPD for a final round of verification.

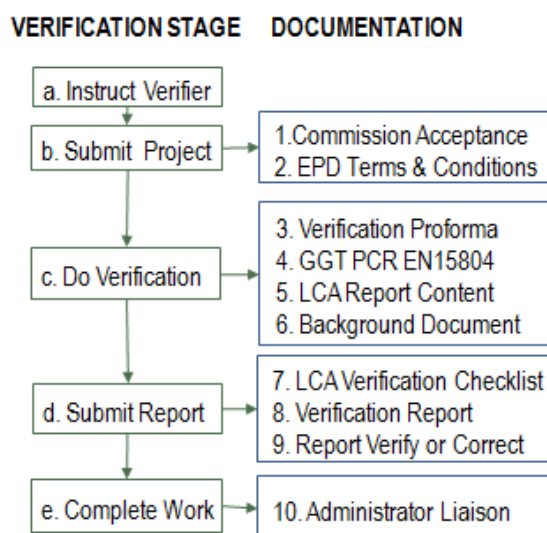
Important: Resubmission is permitted only once, and if there are still areas of non-conformance the EPD will be considered to have been unsuccessfully verified and the verification process concluded.

5.04 Deliverables to the EPD owner (Applicant)

Following successful verification:

- A GTI Verified EPD
- Completed Verification checklist;
- Publication on www.globalgreentag.com
- Completed Verification Report signed by Verifier – if requested
- If the verification is unsuccessful:
- Completed Verification checklist showing the outcome of the verification process and identifying clearly the reasons for the unsuccessful verification.

The verification process is shown below:



6.00 Validity of the EPD

A verified EPD is valid for a maximum of 3 years from the date of issue in line with the re-certification cycle of the GreenTag Certification. Hence it is not possible to extend the validity beyond the expiry date and an expired EPD will be withdrawn and removed from the GreenTag website and any other listing provided by the scheme.

During the period of validity, a change in the underlying data that is sufficient to generate a change of $\pm 10\%$ for any one of the declared parameters of the EPD shall be considered significant and in such an instance the EPD shall be recalculated and verified (EN 15804:2012, clause 9).

This will result in a re-issue of the EPD. Where the underlying data used in the recalculation is entirely from a more recent data period, the expiration of the re-issued EPD shall be extended accordingly. The EPD owner has sole liability and responsibility for each EPD and therefore shall ensure that GTTI is notified when any EPD requires recalculation and verification. See EN 15804:2012, clause 5.5.

7.00 Maintenance of EPD

During the period of validity, GTTI will contact the EPD owner on an annual basis to request a signed declaration that no changes have occurred to the product or production process or request information on any factors that resulted in a $\pm 10\%$ change in any of the declared parameters. If any such changes have occurred, the EPD owner shall submit a new EPD for verification (see Section 6, Validity of the EPD, above).

8.00 Withdrawal of EPD

During the period of validity, in accordance with ISO 17067:2013, if a non-conformity with the certification requirements is substantiated the EPD owner shall be formally notified and the EPD shall be withdrawn and removed from the GreenTag website and any other listing provided by the scheme.

GTTI implements a suspension and withdrawals procedure for handling cases of non-conformances through its Certification Scheme Quality Management System.

9.00 Competence of Personnel

GTTI Approved Verifiers are individuals are Exemplar Global certified Lead Auditors who have also attained the minimum level of competence to perform verifications as required by ISO 14025:2010 Clause 8.2.2.

10.00 Certification Mark

Once an EPD has been verified, the EPD provider can use the GreenTag Certification Mark, in accordance with GTTI's Rules for the Use of the Mark.

11.00 Complaints and Appeals

GTTI operates procedures for complaints and appeals. Details of this procedure can be obtained on request from certification@globalgreentag.com.

12.00 Other Supporting Documents

In addition to this scheme document and the documents noted in sections 4, 8, 9 and 10, the scheme operates through a number of other standard documents.

Together with the above, the documents below constitute the GTTI EPD Program Documents as updated from time to time:

- General Programme Instructions
- Scheme Document
- Global GreenTag^{Cert™} PCR
- Verification Project Acceptance
- LCA Report Contents
- EPD Terms and Conditions of Use (GGTI Standard Terms and Conditions)
- EPD Verification Instructions
- LCA in EPD Verification Checklist
- Verification Report Template
- Recommendation to Certify
- Relevant standards including ISO 17065, ISO 14025 and EN 15804