

## Core Sustainable Development Goals

**3** GOOD HEALTH AND WELL-BEING



**10** REDUCED INEQUALITIES



**12** RESPONSIBLE CONSUMPTION AND PRODUCTION



**15** LIFE ON LAND



# Furniture and Fittings (Level B)

**Standard No:** FFv3.1i-2017

Type 1 ecolabel standard in accordance with ISO 14024

Issued 26 May 2021 by GECA

(Good Environmental Choice Australia Ltd)



# CONTENTS

DOCUMENT HISTORY .....	4
HOW TO APPLY FOR GECA CERTIFICATION .....	5
DEFINITIONS & ACRONYMS .....	6
ABOUT GECA.....	8
AN OVERVIEW OF GECA'S STANDARDS.....	9
STRUCTURE OF THE STANDARD.....	11
REQUESTING ADDITIONAL EVIDENCE .....	11
RELEVANCE WITH SUSTAINABLE DEVELOPMENT GOALS.....	12
BACKGROUND.....	14
FIT FOR PURPOSE CRITERIA.....	15
1. Standard Category Scope .....	15
1.1 Scope schedule .....	15
2. Fitness for Purpose.....	16
2.1 Applicable Standards and Demonstrated Fitness .....	16
2.2 Warranty .....	16
HEALTH CRITERIA.....	17
3. EMISSIONS .....	17
3.1 Air Emissions – Formaldehyde .....	17
4. HAZARDOUS AND PROHIBITED SUBSTANCES .....	19
4.1 Hazardous Materials.....	19
ENVIRONMENTAL CRITERIA.....	22
5. Material requirements .....	22
5.1 Timber and Other Natural Materials.....	22
Controversial Sources.....	22
5.2 Treatment .....	23
5.3 Padding Requirements .....	24

5.4	Fabrics.....	25
<b>6.</b>	<b>PACKAGING, END OF LIFE AND PRODUCT STEWARDSHIP .....</b>	<b>26</b>
6.1	Replacement Parts .....	26
6.2	Separability/Design for Disassembly .....	26
6.3	Recyclability of Plastics .....	27
6.4	Coatings / Treatments .....	27
6.5	Product Stewardship.....	28
6.6	Product Information .....	28
6.7	Packaging Requirements.....	29
<b>7.</b>	<b>ENVIRONMENTAL CLAIMS .....</b>	<b>30</b>
7.1	Public Claims.....	30
	<b>SOCIAL CRITERIA.....</b>	<b>31</b>
<b>8.</b>	<b>Social and Legal Compliance.....</b>	<b>31</b>
8.1	Environmental Legislation.....	31
8.2	Minimum entitlement including wages .....	32
8.3	Workplace Health and Safety .....	32
8.4	Equal Opportunity.....	33
8.5	Lawful Conduct.....	33
8.6	Modern Slavery .....	34
8.7	Human Rights Including Labour Rights .....	35
	<b>EVIDENCE OF CONFORMANCE .....</b>	<b>37</b>
	Demonstration of Conformance (DoC) .....	37
<b>APPENDIX A</b>	<b>APPLICATION CHECKLIST .....</b>	<b>38</b>

# Furniture and Fittings

## DOCUMENT HISTORY

Status: **Current**

Version: **3.1i**

Date Published: **26 May 2021**

Versions	Date Published	Summary of Changes
2.0	December 2006	Revision
2.0	1 Dec 2010	Revision
2.1i	5 August 2014	Update: Standard No updated; Addition of 'Level B' on front cover.
3.0	17 May 2017	Revision
3.1	15 Nov 2019	<p>Amendment: scope expanded to outdoor furniture, playground exclusion added.</p> <p>Change to criteria 4: GREENGUARD Gold equivalency and WELL.</p> <p>Addition of criterion 31, modern slavery, and change of criterion 32, human and labour rights.</p> <p>Change to criterion 2 by recommending two AS/NZS standard</p> <p>Updating details e.g. addition of new terminologies, change of GECA address, change of text in "USE OF GECA STANDARDS", change of text in "HOW to APPLY FOR GECA CERTIFICATION", change of DOCUMENT HISTORY, replacing OHSAS18001 by ISO45001:2018 in DoC 33.3. updating of links, addition of social, health to environmental criteria throughout the standard, change of exemption, audit, auditor and auditing body to exception, assessment, assessor and assurance provider, respectively according to the new scheme rules, change of social criteria, criteria rearrangement, SDGs alignment.</p>
3.1i	26 May 2021	Update on the texts throughout the standard, wording in application information, background and social criteria, update on SDG format. Slight changes to wording in Packaging, End of Life and Product Stewardship section.

## HOW TO APPLY FOR GECA CERTIFICATION

Organisations interested in GECA certification using the Good Environmental Choice Australia Ecolabel are encouraged to read carefully through the entire standard. A **checklist at the back of the standard** provides a helpful list of all criteria within the standard.

Please contact us via email [enquiries@geca.org.au](mailto:enquiries@geca.org.au) or complete the [brief form located here](#) on the GECA website to begin the application process. We will then forward an **information pack** and a link to complete an **obligation-free application form**. After receiving the completed application form, an approved GECA Assurance Provider will contact the applicant and give a clear overview of the steps needed to achieve certification and provide a quote for assessment.

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

## DEFINITIONS & ACRONYMS

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

**Assessment:** Process performed by the assessor to determine if the product conforms with the applicable GECA Standard.

**Assessment report:** Full document composed by the assurance provider that states how the nominated product conforms or fails to conform to GECA standards. This report shall include appropriate and substantial evidence to justify conformance decision.

**Assessor:** The individual performing the assessment as an employee or contractor of the Assurance Provider.

**Assurance provider:** Person or organisation accredited by the Independent Appointment Panel performing the conformance assessment.

**ASTM International:** It is an international standards organization that develops and publishes voluntary consensus technical standards for a wide range of materials, products, systems, and services.

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

**CITES:** Convention on International Trade in Endangered Species of Wild Fauna and Flora.

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

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

**EMAS:** Eco- Management and Audit Scheme.

**EMS:** Environmental Management System.

**EPA:** [Environmental Protection Authority](#).

**Exception:** An exception is granted when an applicant is given permission by the GECA CEO or Board to become certified despite not meeting a particular criterion in the standard as identified during the assessment process, usually with a mandatory transition period.

**Fibre board:** Boards composed of plant fibres, such as timbers or chaffs. According to the density, they are categorized 'into insulation boards (IB)', 'medium density fibre boards (MDF)' and 'hard boards (HB)'.

**FSC:** [Forest Stewardship Council](#)

**GREENGUARD certification:** Certification program by UL Environment that ensures low chemical and particle emissions of products for indoor use.

**IARC:** [International Agency for Research on Cancer](#).

**ILAC:** [International Laboratory Accreditation Cooperation](#).

**ILO:** [International Labour Organisation](#)

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

**Label:** means the Good Environmental Choice Australia Ecolabel.

**NATA:** [National Association of Testing Authorities, Australia](#).

**NOHSC:** National Occupational Health and Safety Commission.

**OSHA:** Occupational Safety and Health Administration.

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

**PEFC:** [Programme for the Endorsement of Forest Certification](#).

**PREP:** [Packaging Recyclability Evaluation Portal](#).

**Rapidly renewable:** materials for which 'mature' harvest can occur on a ten year cycle or less.

**Recycled Content** includes:

- Post-Consumer: Material generated by households, or by commercial, industrial and institutional facilities in their role as end-users of the product, which can no longer be used for its intended purpose. This includes returns of material from the distribution chain.
- Pre-Consumer: Material diverted from the waste stream during a manufacturing process. Excluded is reutilisation of materials such as rework, regrind or scrap generated in a process and capable of being reclaimed within the same process that generated it.

**SDGs (Sustainable Development Goals):** [The 2030 Agenda for Sustainable Development](#), adopted by all United Nations Member States in 2015, provides a shared blueprint for peace and prosperity for people and the planet, now and into the future. At its heart are [the 17 SDGs](#), which are a set of goals, targets and indicators.

**SDS:** Safety Data Sheet.

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

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

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

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

**Used timber/wood:** Also known as salvaged or reclaimed timber/wood. Includes materials sourced from old (pre- loved) furniture, demolitions, and other relevant sources.

**Veneer panel:** See Edge Glued Panel.

**Waste wood:** Residual products generated by thinning out timbers, cutting out branches and processing timber and withdrawn timbers after use, excluding withered or dead trees.

**WELL:** WELL Building Standard is a performance-based system for measuring, certifying, and monitoring features of the built environment.

## ABOUT GECA

At GECA, we help organisations and individuals to *make, buy and do* better for people and planet. We are a purpose-driven not-for-profit that stands for **integrity, independence and impact**.

We offer a suite of services designed for anyone committed to continuous improvement in their sustainability, including Australia's only not-for-profit multi-sector ecolabelling program.

GECA has proudly been a [Certified B Corp](#) since November 2015. We are part of a global movement of organisations in over 50 countries across 130 industries trying to make the world a better place.



## AN OVERVIEW OF GECA'S STANDARDS

Following *ISO 14024: Environmental labels and declarations - Type I environmental labelling - Principles and procedures* and [ISEAL frameworks](#) for global best practice in ecolabelling, we've developed our rigorous standards, which are independently assessed by GECA Approved Assurance Providers.

ISO 14024 is internationally recognised and has been adopted as a benchmark for life cycle-based ecolabels by GEN, the international federation of ecolabelling bodies. Our standards are relevant to critical Australian industries, and GECA is the only Australian [GEN member](#).

ISO 14024 requires environmental labelling specifications to include criteria that are objective, reasonable and verifiable. The purpose of voluntary environmental labels and declarations is to communicate **verifiable and accurate** information for the numerous environmental and social aspects of goods and services. As required by the [Trade Practices Act](#), the information cannot be misleading. Such transparent information encourages the demand for, and supply of, those products or services that cause less harm to people and planet, thereby stimulating the potential for market-driven continuous environmental and social improvement.

While following ISO 14024 for environmental, health and fit for purpose criteria, **GECA's standards go above and beyond**, including social impact criteria. At GECA, we know that nothing can be truly sustainable if it only looks at environmental impacts and ignores the treatment of people. GECA standards identify the **environmental, human health, fit for purpose and social impact** criteria that the top environmentally and socially performing products or services sold in the Australian marketplace can meet to be recognised by GECA as "environmentally and socially preferable".

All GECA standards are based on life cycle thinking, allowing organisations to understand their sustainability impacts and where they occur within their operation's life cycle, **from raw materials to end-of-life**. We have used these principles to set criteria to address relevant sustainability loads typical in a product category. As such, this standard may also offer guidance for organisations to reduce the harmful impacts of their products or services. Organisations may use the criteria in this standard as an optimisation tool to design and refine the processing, manufacturing, packaging and delivery of their products or services. Also, organisations may uncover other sustainability issues and potential measures within the product's or service's life cycle.

At GECA, we encourage both manufacturers and retailers to include and adapt improvements in their processes and product designs that will enable them to achieve even better sustainability results where technically possible. GECA welcomes feedback where this has occurred.

While all GECA ecolabelling standards are voluntary, nevertheless they contain criteria that address compliance with specific laws. Also, a GECA standard may recognise specific Australian standards. A prerequisite for certification under the GECA ecolabel is to satisfy the relevant Australian and international standards, where required by law. However, Australia's compulsory standards typically focus on fit for purpose criteria instead of assuring environmental and social preferability. **GECA's ecolabelling standards go beyond mandatory Australian standards** and define an environmental and social benchmark for specific product categories.

Where a product or service is certified under our standard, it may display the GECA ecolabel (the "Good Environmental Choice Australia Mark") to show that it has been independently assessed and demonstrates conformance with the environmental and social criteria detailed in this standard.

Products or services certified as conforming to our standards may gain a marketing advantage in government and business procurement programs, as well as greater market recognition in general because of their independently verified sustainability attributes. GECA certification demonstrates leadership and may help to future-proof supply chains and improve economic performance. By generating genuine benefits for people and planet, it is possible to gain increased customer loyalty.

**For further information please contact GECA**

+61 (2) 9699 2850 [standards@geca.org.au](mailto:standards@geca.org.au) [www.geca.org.au](http://www.geca.org.au)  
Level 32, 101 Miller Street North Sydney NSW Australia 2060

© Good Environmental Choice Australia Ltd 2019

All rights reserved. No part of this publication may be reproduced in any material form or transmitted to any other person without the prior written permission of Good Environmental Choice Australia except as permitted under the Copyright Act 1968 (as amended) or unless expressly permitted in writing by Good Environmental Choice Australia.



## STRUCTURE OF THE STANDARD

Within each section of this standard, you will find criteria and Demonstrations of Conformance (DoCs). The criteria outline the requirements for the product and applicant company regarding its sustainability performance. The DoCs list the information required to verify compliance with the criteria. Selected sections also contain introductory text which outlines the purpose behind the criteria or the reason for its inclusion in the standard.

## REQUESTING ADDITIONAL EVIDENCE

DoCs are listed for each criterion within this standard; however, a GECA Approved Assessor may request additional information to ensure conformance on a case-by-case basis. Therefore, the DoCs listed below should be considered a guide to the applicant organisation's minimum DoCs.

## RELEVANCE WITH SUSTAINABLE DEVELOPMENT GOALS

Each of GECA's standards is linked to specific [Sustainable Development Goals](#) (SDGs) set by the United Nations. The 17 SDGs are an internationally agreed framework for urgent action to achieve the [2030 Agenda for Sustainable Development](#) adopted by all UN member states in 2015, including Australia. The goals address global challenges, including global inequality, climate change, environmental degradation, peace and justice. Each standard criterion answers specific SDG targets.

Each criterion within this standard answers to a specific SDG target. These specific SDGs are shown below and are highlighted throughout each section of the standard, including the core SDGs related to this standard as further illustrated.

**12** RESPONSIBLE CONSUMPTION AND PRODUCTION



### SUSTAINABLE DEVELOPMENT GOALS

All SDGs relevant to GECA's Furniture and Fittings standard

If the global population reaches **9.6 billion** by 2050, the equivalent of almost **three planets** will be required to sustain current lifestyles

**3** GOOD HEALTH AND WELL-BEING



**5** GENDER EQUALITY



**6** CLEAN WATER AND SANITATION



**8** DECENT WORK AND ECONOMIC GROWTH



**10** REDUCED INEQUALITIES



**12** RESPONSIBLE CONSUMPTION AND PRODUCTION



**14** LIFE BELOW WATER



**15** LIFE ON LAND



## Core SDGs relevant to GECA's Furniture and Fittings standard

### 3 GOOD HEALTH AND WELL-BEING



#### CORE SDG: 3 GOOD HEALTH AND WELL-BEING

##### GECA Standard Criterion

- Hazardous and prohibited substances: criteria 4-7
- Workplace health and safety: criterion 28

##### SDG 3 Specific target 3.9

By 2030, substantially reduce the number of deaths and illnesses from hazardous chemicals and air, water and soil pollution and contamination.

### 10 REDUCED INEQUALITIES



#### CORE SDG: 10 CLIMATE ACTION

##### GECA Standard Criterion

- Social and legal compliance: criteria 26-32

##### SDG 10 Specific target 10.2

By 2030, empower and promote the social, economic and political inclusion of all, irrespective of age, sex, disability, race, ethnicity, origin, religion or economic or other status.

##### SDG 10 Specific target 10.3

Ensure equal opportunity and reduce inequalities of outcome, including by eliminating discriminatory laws, policies and practices and promoting appropriate legislation, policies and action in this regard.

##### SDG 10 Specific target 10.4

Adopt policies, especially fiscal, wage and social protection policies, and progressively achieve greater equality.

### 12 RESPONSIBLE CONSUMPTION AND PRODUCTION



#### CORE SDG: 12 RESPONSIBLE CONSUMPTION AND PRODUCTION

##### GECA Standard Criterion

- Packaging, end of life and product stewardship: criteria 15-24

##### SDG 12 Specific target 12.4

By 2020, achieve the environmentally sound management of chemicals and all wastes throughout their life cycle, in accordance with agreed international frameworks, and significantly reduce their release to air, water and soil in order to minimize their adverse impacts on human health and the environment.

##### SDG 12 Specific target 12.5

By 2030, substantially reduce waste generation through prevention, reduction, recycling and reuse.

##### SDG 12 Specific target 12.6

Encourage companies to adopt sustainable practices and sustainability reporting by 2030.

### 15 LIFE ON LAND



#### CORE SDG: 15 LIFE ON LAND

##### GECA Standard Criterion

- Sourcing of timber and other natural materials: criterion 8

##### SDG 15 Specific target 15.1

By 2020, ensure the conservation, restoration and sustainable use of terrestrial and inland freshwater ecosystems and their services, in particular forests, wetlands, mountains and drylands, in line with obligations under international agreements.

## BACKGROUND

Furniture and fitting products form a significant proportion of items manufactured for use within residential, commercial and government environments and form a significant manufacturing sector in Australia.

Furniture transforms our homes and workplaces from empty rooms to inviting, functional spaces. But how often do we consider the environmental impact of the products that help us work, rest and play?

The manufacture, use, and disposal of furniture products can negatively impact our environment and health, depending on factors such as the choice of raw materials used, coatings, textiles, and adhesives. Manufacturers may also use hazardous treatments or manage their energy and water use poorly during production.

However, manufacturers can still significantly reduce sustainability impacts across these products' entire life cycle. This standard refers to the manufacture of the products and their constituent materials, the period of actual use and disposal.

When a product is certified against GECA's Furniture and Fittings (Level B) standard, consumers can be sure that the product has been assessed to meet environmental, human health and social impact criteria, while also proving that it performs as promised.

GECA certification removes doubt and confusion and makes identifying environmentally and socially preferable products easier. Products certified under this standard are recognised by WELL, ISCA and the Green Building Council of Australia's Green Star Performance tool.

The standard sets requirements that aim to provide a benefit by:

- avoiding the illegal harvest of wood and fibre for raw materials
- encouraging recovery, reuse, recycling and responsible disposal of unwanted product and packaging
- restricting emissions to air of formaldehyde and particulate matter
- preventing the use of specific hazardous materials and heavy metals such as known carcinogens and mutagens
- ensuring workers and suppliers through the supply chain can expect fair pay, equal opportunity, and a safe working environment

# FIT FOR PURPOSE CRITERIA

## 1. STANDARD CATEGORY SCOPE

### 1.1 Scope schedule

**Criterion 1:** This standard is applicable to the following categories of indoor and outdoor furniture and fittings products:

- **Office Chairs**  
Commercial contract chairs and seats including computer chairs, stools, school chairs, footrests and variations thereof
- **Office Desks and Tables**  
Commercial desks and tables including computer desks, boardroom tables, office coffee tables, free- standing cabinets and shelving units, coat-racks, and variations thereof
- **Domestic Chairs**  
Recreational chairs and seats including computer chairs, collapsible / foldable chairs, stools, recliners, couches, sofas, footrests and variations thereof. This excludes mattresses
- **Domestic Desks and Tables**  
Recreational desks and tables including kitchen tables, coffee tables, computer desks, dining tables, bedside tables, free-standing wardrobes, lamp-tables, free-standing cabinets and shelving units, and variations thereof
- **Bedroom Furniture**  
Bedroom furniture including bed-frames, free-standing wardrobes, bedside-tables and variations thereof, excluding bedding and mattresses
- **White Furniture**  
Furniture that is complete in all respects, with only the upholstering fabric and subsequent fabric treatments, or laminate/veneer finish still to be specified and applied.
- **Fittings**  
Partitions, window fittings, shelving, and wall furniture
- **Recycled furniture**  
Furniture diverted from landfill. Recycled furniture including refurbished furniture may be certified as conforming to this standard provided that any new materials used including cleaning chemicals, coatings, adhesives, foams, and other substances are compliant with the relevant sections of this standard.

#### Exclusions and Notes

Playground equipment is excluded from this standard.

Other environmentally innovative furniture and fittings products that do not fit the above categories may be considered for certification provided the product fulfils the requirements of any relevant sections of this Standard. Other categories may be added at a later date.

#### Demonstration of Conformance

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

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

## 2. FITNESS FOR PURPOSE

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

### 2.1 Applicable Standards and Demonstrated Fitness

**Criterion 2:** The product shall meet or exceeds the requirements of the relevant Australian (or equivalent international) Standard, or the product shall meet the applicable and accepted standard in its target market if it is to be exported.

Relevant Australian Furniture Standards include, but are not limited to:

AS 4442: Office desks;

AS 4443 Office panel systems – workstations;

AS 4438 Height adjustable swivel chairs;

AS 4688 Fixed height chairs;

AS 5079 Filing cabinets;

AS/NZS 4790:2006 Furniture - Storage units - Determination of strength and durability;

AS/NZS 3813:2016 Plastic monobloc chairs Standards Australia;

Or, if there is no relevant Australian Standard, the product shall demonstrate fitness for purpose or market acceptance or quality.

#### Demonstration of Conformance

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

(One of the following forms of evidence, is required as a minimum)

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

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

### 2.2 Warranty

**Criterion 3:** The manufacturer/applicant shall offer a commercial guarantee of a minimum of five years on the quality of the product, provided the product is used for its intended purpose. The guarantee shall be valid from the date of delivery to the customer.

#### Demonstration of Conformance

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



# HEALTH CRITERIA



## 3. EMISSIONS

### 3.1 Air Emissions – Formaldehyde

**Criterion 4:** Products that contain formaldehyde-based additives shall be subject to the following air emission limits for formaldehyde as measured using the Air Chamber, Desiccator or perforator test methods. Raw timber and natural materials are excepted from this criterion.

Compliance to this criterion can be demonstrated in a number of ways: either by testing the overall emissions of the whole product using the Air Chamber, Desiccator or Perforator test methods or by testing the emissions of each component material and calculating the total emissions of the final product based on the quantity of individual components in the respective product. If the latter option is selected, testing should be conducted based on methods outlined in ASTM-D5116 or an equivalent: Small Scale Environment Chamber determination of organic emissions from indoor materials/products.

**Table 1.** Limit values for formaldehyde emissions.

Test Protocol	Emission limit
AS/NZS 2269, testing procedure AS/NZS 2098.11 method 10 for Plywood	≤1mg/ L
AS/NZS 1859.1 - Particle Board, with use of testing procedure AS/NZS 4266.16:2004 method 16	≤1.5 mg/L
AS/NZS 1859.2 - MDF, with use of testing procedure AS/NZS 4266.16 method 16	≤1mg/ L
JIS A 5908 - Particle Board and Plywood, with use of testing procedure JIS A 1460	≤1mg/ L
JIS A 5905 - MDF, with use of testing Procedure JIS A 1460	≤1mg/ L
JIS A1901 (not applicable to Plywood)	≤1mg/ L
ASTM D5116	≤0.1 (+/- 0.0005) mg/m <sup>2</sup> /hr
ASTM 6670	≤0.1 (+/- 0.0005) mg/m <sup>2</sup> /hr
ISO 16000 part 9, 10 and 11 (also known as EN 13419)	≤0.1 (+/- 0.0005) mg/m <sup>2</sup> /hr at 3 days
ASTM D6007	≤0.12mg/m <sup>3</sup> ***
ASTM E1333	≤0.12mg/m <sup>3</sup> ***
EN 717-1 (also known as DIN EN 717-1)	≤0.12mg/m <sup>3</sup>
EN 717-2 (also known as DIN EN 717-2)	≤3.5mg/m <sup>2</sup> /hr
<p>* mg/m<sup>2</sup>/hr may also be represented as mg/m<sup>2</sup>/h</p> <p>** The test report must confirm that the conditions of Table 1 comply for the particular wood product type, the final results must be presented in EN 717-1 equivalent (as presented in the table) using the correlation ratio of 0.98.</p> <p>*** The final results must be presented in EN 717-1 equivalent (as presented in the table), using the correlation ratio of 0.98.</p> <p>Source: modified from Green Building Council of Australia 2010</p>	

Particleboard, MDF, plywood or timber veneer shall conform to formaldehyde testing outlined in Australian Standard - AS 1859.

Particleboard and MDF panels are to be tested using the Desiccator method which follows Australian Standard – AS/NZS 4266.16 “Method 16: Formaldehyde emission-Desiccator method”. Particle board and MDF panels shall demonstrate a level below 1.0 mg/L.

Alternatively: Veneer and plywood shall demonstrate a level below 1.0 mg/L when tested using Australian Standard – AS/NZS 2098.11 “Method 11: Methods of test for veneer and plywood”.

#### **Demonstration of Conformance**

**DoC 4.1:** A copy of test results of using the Desiccator method which follows Australian Standard – AS/NZS 4266.16 “Method 16: Formaldehyde emission-Desiccator method”, completed by a certified laboratory. Other internationally accepted test methods may be accepted as outlined in Table 1; or

**DoC 4.2:** A copy of test results following the Australian Standard – AS/NZS 2098.11 “Method 11: Methods of test for veneer and plywood”. Other internationally accepted test methods may be accepted as outlined in Table 1; or

**DoC 4.3:** A copy of a valid Certificate of Compliance (GREENGUARD Gold certificate), stating that the product meets the chemical emissions requirements for UL GREENGUARD Gold Certification; or

**DoC 4.4:** Evidence of existing product equivalency to the WELL Building standard.

## 4. HAZARDOUS AND PROHIBITED SUBSTANCES

### 4.1 Hazardous Materials

*This section's criteria address some of the main hazardous substances found within the product category, added to the product, or the ingredients during manufacturing. The intention is to reduce the use of hazardous materials and to prevent pollutants from entering the environment.*

The requirements in this section apply to all materials in the product regardless of weight except for 1, 3 butadiene and formaldehyde which are subject to the requirements in Criterion 10 and Criterion 4 respectively. This criterion is only applicable to fabrics if not assessed under Criterion 14. Adhesives may be excepted if they fulfil the exception conditions (outlined below Criterion 7).

The applicant/manufacture also needs to have processes in place to ensure on-going compliance with this criterion (see Evidence of Conformance section for details).

**Criterion 5:** In order to promote the reduction of pollutant hazards in the disposal, landfill and/or incineration of end-of-life furniture, the following substances shall not be added to ecolabelled products during manufacture:

- Arsenic
- Antimony
- Cadmium
- Copper
- Lead
- Mercury
- Nickel
- Tin
- Fluorine
- Elemental Chlorine
- Pentachlorophenol (PCP)
- Tar oils (benzo (a) pyrene)

#### Demonstration of Conformance

**DoC 5.1:** A schedule of the constituent chemical substances in g/kg used in the manufacture of the product that are classified as harmful, and relevant SDS; and

**DoC 5.2:** Copy of documentation clearly outlining how each chemical is used, managed and stored; and

**DoC 5.3:** Where an exception is claimed, a signed declaration from an Executive Director of the applicant company stating that attempts have been undertaken to find alternatives for the substance(s) for which the exception is claimed; that the substance is chemically bound in the finished product, and the purpose for which the given substance is necessary.

**Criterion 6:** Furniture or fittings shall not contain

- Carcinogenic substances in categories 1 or 2A as classed by the International Agency for Research on Cancer –<http://monographs.iarc.fr/ENG/Classification>;
- EU Consolidated list of C/M/R Substances Category 1 and 2;
- R phases 45-49 (H350; H351; H340; H372, 373).
- WHO pesticides 1a and 1b

User exposure to substances recognised as carcinogenic shall be less than the No Observable Adverse Effect Level or zero if the NOAEL is unknown.

**Demonstration of Conformance**

**DoC 6.1:** A schedule of the constituent chemical substances in g/kg used in the manufacture of the product that are classified as harmful, and relevant SDS; and

**DoC 6.2:** Where an exception is claimed, the applicant shall provide a signed declaration from an Executive Director of the applicant company stating that attempts have been undertaken to find alternatives for the substance(s) for which the exception is claimed; and the purpose for which the given substance is necessary; documentation clearly outlining how each chemical is used, managed and stored; and evidence that human exposure or environmental contamination is prevented.

**Criterion 7:** The following compounds, their functional derivatives or in-situ precursors shall not be added to products, their component parts or be used at any stage of the manufacturing process, including as preparatory agents, cleaners or degreasers in the production facility:

- Halogenated organic substances or solvents (e.g., binding agents).
- Aniline based amines.
- The phthalates DEHP, DBP, DAP or BBP.
- Aziridine or polyaziridines.
- Pigments and additives that contain lead, tin, arsenic, cadmium, mercury or their compounds.
- Polybrominated diphenyl ethers, or short-chain chlorinated organic flame retardants.
- Per- or poly-fluorinated chemicals (PFCs)
- Tetrachloroethylene
- Triclosan
- Boric Acid

The coating of metal gas lifts may be excepted from this criterion. In exceptional cases, surfaces may be treated with chromium or nickel where this is necessary on the grounds of heavy physical wear or in the case of parts that require particularly tight connections. This exception does not include parts that are intended to come into frequent contact with skin.

### **Demonstration of Conformance**

**DoC 7.1:** A schedule of the constituent chemical substances in g/kg used in the manufacture of the product that are classified as harmful, and relevant SDS; or

**DoC 7.2:** A signed declaration from an Executive Director of the applicant company stating that the above compounds, their functional derivatives or in-situ precursors are not added to finished products, their component parts or be used at any stage of the manufacturing process;

**DoC 7.3:** Where an exception is claimed, the applicant shall provide a signed declaration from an Executive Director of the applicant company stating that attempts have been undertaken to find alternatives for the substance(s) for which the exception is claimed; and the purpose for which the given substance is necessary; documentation clearly outlining how each chemical is used, managed and stored; and evidence that human exposure or environmental contamination is prevented.

### **Exception conditions for adhesives:**

For an adhesive to be excepted from Criterion 5 to Criterion 7 it shall:

- a) be certified by the Good Environmental Choice Australia Ecolabel, or the Nordic Swan ecolabel or an 'alternative and equivalent' label to these nominated labels or
- b) fulfil the following requirements:
  - i. The content of volatile organic compounds (VOCs) in adhesives shall not exceed 5% by weight; and
  - ii. Phthalates, alkylphenolethoxylates, halogenated solvents, or bioaccumulative preservatives shall not be present in the adhesive or used in production (Diisodecyl phthalate (DIDP), Diisononyl phthalate (DINP)) may be used in the production of industrial adhesives for wood and plastic binding applications); and
  - iii. The adhesive shall not be capable of exposing users to carcinogenic IARC group 1 or 2A substances.

# ENVIRONMENTAL CRITERIA



## 5. MATERIAL REQUIREMENTS

*This section's criteria address impacts that may occur over the life cycle of a product that can be avoided or mitigated during the design phase of product development.*

*Unless otherwise stated, this section's requirements apply to each type of material contained in the finished product regardless of weight.*

### 5.1 Timber and Other Natural Materials

**Criterion 8:** Fibre (plantation wood fibre; cellulose fibre; return fibre such as post-consumer and pre-consumer fibre; cotton fibre, crop residue or other waste fibre) shall be sourced from any combination of [FSC](#) or [PEFC certified fibre](#) certified fibre. Fibre sources that are not certified under a recognised certification scheme (e.g. FSC) as being sustainably managed may be used but shall not originate from the following controversial sources:

#### Controversial Sources

##### a. Illegal harvesting

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

##### b. Genetically modified organisms

Wood and natural materials from genetically modified organisms are those which have been induced by various means to include genetic structural changes (for a definition of genetically modified, please refer to the [European Union Directive 2001/18/EC](#) on the deliberate release of genetically modified organisms in the environment).

Traditional breeding programs do not constitute genetic modification.

[https://eur-lex.europa.eu/resource.html?uri=cellar:303dd4fa-07a8-4d20-86a8-0baaf0518d22.0004.02/DOC\\_1&format=PDF](https://eur-lex.europa.eu/resource.html?uri=cellar:303dd4fa-07a8-4d20-86a8-0baaf0518d22.0004.02/DOC_1&format=PDF).

##### c. Recently established plantations impacting primary ecosystems

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

##### d. Uncertified high conservation value communities

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

Communities containing globally, regionally or nationally significant concentrations of biodiversity values (e.g. endemism, endangered species, refugia); and/or large landscape-level communities, contained within, or containing the management unit, where viable populations of most if not all naturally occurring species exist in natural patterns of distribution and abundance.

Communities that are in [constitute] or contain rare, threatened or endangered ecosystems.

Communities fundamental to meeting basic needs of locally indigenous human populations (e.g. subsistence, health) and/or critical to these people's traditional cultural identity (areas of cultural, ecological, economic or religious significance identified in cooperation with such local communities).

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

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

The EPBC Act List of Threatened Flora at

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

The EPBC Act List of Threatened Ecological Communities

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

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

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

For materials sourced from outside Australia, please refer to credible lists detailing threatened species, threatened communities and areas of cultural significance in the respective countries e.g. [IUCN Red List of Threatened Species](#).

Note: Fabrics and leather are addressed in Criterion 14.

### Demonstration of Conformance

**DoC 8.2:** Design specification or schedule for materials and components used to make the product; and

**DoC 8.3:** Chain of Custody evidence for timber and natural materials including receipts showing origin of materials. Evidence shall include Latin names and English common names, geographic origin and the supplier. GECA or its approved assessor/s may demand further documentation if deemed necessary; and

**DoC 8.4:** Total amount of certified wood and/or certified wood fibre used in the applicant furniture annually; and

**DoC 8.5:** Copy of certificate(s) signed by the certification authority; and

**DoC 8.6:** Signed declaration and short description of the system used to ensure the wood or natural fibre is sourced from traceable sources on an ongoing basis.

## 5.2 Treatment

**Criterion 9:** Wood and natural materials used in furniture products shall not be treated or impregnated with fungicides and insecticides that are classified due to their hazardous nature by the IARC as Type 1 or 2A. Refer to: <http://monographs.iarc.fr/ENG/Classification/index.php>

### Demonstration of Conformance

**DoC 9.1:** Signed documentation from the applicant stating that any pesticides used are not classified by the IARC as Group 1 or 2A. The documentation must show the type of wood, origin, certification if applicable and supplier, and include a schedule of all agents used (including CAS numbers and names) to treat wood and other natural materials. If the applicant does not perform the treatment as part of the manufacturing process, this statement should come from the supplier of the pre-treated timber.

### 5.3 Padding Requirements

**Criterion 10:** Latex shall not contain concentrations of 1, 3 butadiene greater than 1 ppm (1 mg/kg).

#### Demonstration of Conformance

(Only one of the following DoC is required)

**DoC 10.1:** Signed declaration that no latex or foam is used in the product; or

**DoC 10.2:** Signed declaration of non-use of 1, 3 butadiene from an Executive Officer of the company that produces the latex or foam; or

**DoC 10.3:** Report on concentration of 1, 3-Butadiene using a test carried out in accordance with the following procedure: A sample of the cured product shall be ground and weighed before being analysed. Sampling by use of a headspace sampler. Analysis by means of gas chromatography, detection by use of a flame ionization detector; or

**DoC 10.4:** VOC test showing a specific line item for butadiene as less than or equal to 0.02ppm or 0.044mg/m<sup>3</sup>, or alternatively a total “alkenes” line item as less than 0.05 mg/m<sup>2</sup>hr, or less than 0.05 mg/m<sup>3</sup> using any reputable standard VOC test method.

**Criterion 11:** CFC, HCFC, HFC or methylene chloride shall not be used as blowing agents in polyurethane.

#### Demonstration of Conformance

**DoC 11.1:** Signed declaration describing the expansion process and whether CFC, HCFC, HFC or methylene chloride was used in the expansion process.

**Criterion 12:** Aniline based amines shall not be added to the padding material.

#### Demonstration of Conformance

**DoC 12.1:** Signed declaration from supplier describing the manufacturing process and whether aniline based amines are used.

**Criterion 13:** The total discharges to water from the production of latex, foam or rubber shall be treated and decreased by 90% (measured as COD or TOC) in on-site or external sewage treatment works prior to being discharged to the receiving environment.

#### Demonstration of Conformance

**DoC 13.1:** Copy of the Environmental Management System or similar showing testing requirements; testing frequency shall be weekly and the final calculation shall be the annual mean; or

**DoC 13.2:** Sampling for COD or TOC analysis shall take place after the operation of any on-site wastewater treatment.



## 5.4 Fabrics

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

**Criterion 14:** In products with  $\geq 50\%$  of textiles by coverage, the fabric shall:

- a) Be certified by the GECA ecolabel, the Environmental Choice New Zealand ecolabel, EU Flower ecolabel or the Nordic Swan ecolabel (or an 'alternative and equivalent' label to these nominated labels); or
- b) Satisfy the requirements of the Hazardous Materials section of this standard.

### Demonstration of Conformance

(Only one of the following DoCs is required)

**DoC 14.1:** Visual inspection of the product to confirm no or  $\geq 50\%$  of (by coverage) fabrics are used or clear inclusion of this in relevant documents such as a bill of materials or technical specifications; or

**DoC 14.2:** A copy of the ecolabel licence from the supplier for each fabric product used (note: Where an 'alternative and equivalent' ecolabel is nominated, the licence will be accepted if deemed equivalent based on the criteria of the standard and the procedures of the standards-setting body and at the assessor's discretion); or

**DoC 14.3:** Where fabrics are not certified by an ecolabel, the applicant can demonstrate that the fabric satisfies the requirements of the Hazardous Materials section of this standard, by providing a schedule of all materials and substances used and where applicable the SDS, chemical names or CAS numbers and/or signed declaration of non-use to establish compliance with the Hazardous Materials section of this standard.

## 6. PACKAGING, END OF LIFE AND PRODUCT STEWARDSHIP

*Previous sections of this standard apply to the characteristics of the product and the production process. This section addresses the impacts arising during the remainder of the product's life cycle.*

### 6.1 Replacement Parts

*Ensuring the availability of replacement parts is a simple way of allowing end-users to extend the useful life of an existing product, thus reducing the need for early replacement and minimising the associated environmental impacts of disposal and new production.*

**Criterion 15:** For those parts of a product that are subject to wear (e.g., hinges, locks, table leaves), functionally compatible replacements shall be guaranteed for a period of at least seven years. The manufacturer shall make individual replacement parts available to end-users.

#### Demonstration of Conformance

**DoC 15.1:** Evidence that the end-user is made aware of the availability of replacement parts. This may be part of the care instructions, user manual, or other information physically provided with the product, and/or is made available on the company website; and

**DoC 15.2:** Signed declaration by an Executive Officer of the producer confirming a commitment to the provision of replacement parts.

### 6.2 Separability/Design for Disassembly

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

**Criterion 16:** The product shall be separable into recyclable or reusable units. Products shall be easily disassembled without the use of specialist tools. Component parts shall be easily identifiable for separation. At their discretion, assessor/s may require that instructions for the disassembly method are provided with the furniture at the point of sale where the method for disassembly is not immediately evident; and

**Criterion 17:** The product shall not contain inseparable bonds between material types that cannot be processed together in the same recycling stream.

#### Demonstration of Conformance (for both Criterion 16 and Criterion 17) (only two DoCs required)

**DoC 17.1:** Where the product is comprised of more than two material types, instructions showing how disassembly can be achieved with commonly available tools; or

**DoC 17.2:** Engineer's report or disassembly demonstration. A demonstration may be performed as part of the site- visit or provided on DVD with an application.

**DoC 17.3: Mandatory:** Details of materials used in the product. This will be established in DoC 9.1.

**Criterion 18:** All glass must be recyclable in local council recycling systems or by a specialist recycling facility as nominated in the Product Stewardship criterion. If the glass cannot be recycled in local council recycling systems, the applicant must include notification to this effect in the product information to avoid contamination or glass that is recyclable in these systems.

#### **Demonstration of Conformance**

**DoC 18.1:** If glass is used in the product, the applicant must provide a specification of the type of glass used and details of any tints, colourings or coatings; and

**DoC 18.2:** A copy of receipts or arrangements for the recycling of glass in either a local council facility or specialist facility; and

**DoC 18.3:** A copy of the information provided with the product.

### **6.3 Recyclability of Plastics**

*The criteria in this section are intended to ensure that the product is designed with the post-consumer phase in mind. Together with the section for Separability/Design for Disassembly there is an increased chance that recycling will happen at the end of a product's useful life.*

**Criterion 19:** All plastic parts weighing greater than 100 g shall be marked/ stamped/embossed with an appropriate resin identification code promulgated by the [Plastics and Chemical Industry Association](#) or in compliance with ISO 11 469.

An exception may be allowed for products where the circumstances of the manufacturing process or the size and shape of the product restrict the use of the plastics resin identification code on the product. Excepted products need to be accompanied by appropriate information describing disposal methods for the product(s), including the relevant resin identification code. This must be provided at the time of sale of the product to encourage further recycling.

#### **Demonstration of Conformance**

**DoC 19.1:** Visual assessment from a product sample or during a site visit; or

**DoC 19.2:** Direct and clear inclusion of this requirement in DoC 23.2 in the engineer's report or demonstration.

### **6.4 Coatings / Treatments**

**Criterion 20:** Products and components shall not be impregnated, labelled, coated or otherwise treated in a manner which would prevent post-consumer recycling. Exception may be made for products with a long product life where a coating or treatment would further extend the useful life of the product.

Recycled furniture can be licensed in conformation to this standard providing that the furniture has not been refinished or coated with any materials except for the purpose of cleaning.

### **Demonstration of Conformance**

**DoC 20.1:** A detailed description of each coating or treatment applied to the product or component, or declaration of non-use; and

**DoC 20.2:** Explanation of how each coating affects the recyclability of the product or component; and

**DoC 20.3:** A description of the end-of-life options for the coated or treated components (e.g., “this coated component may be recycled at <facility name>”) with written confirmation from a recycler able to accept the component.

## **6.5 Product Stewardship**

**Criterion 21:** If the product is not recyclable (or separable into recyclable parts) in mainstream local recycling systems, the manufacturer shall:

accept their product without additional cost (excluding transportation costs) for further recycling; or  
have arrangements with a recycler to accept the product. A local recycler is preferable where possible; or  
have an established product stewardship program. Products collected under the scheme shall not be disposed of in landfill or by incineration; or

have contractual arrangements with a third party who can recycle or refurbish the item. Contractual arrangements with the third party should nominate the estimated volume of product to be processed annually.

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

### **Demonstration of Conformance**

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

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

## **6.6 Product Information**

**Criterion 22:** The manufacturer shall provide written information to the consumer, clearly stating:

The intended use of the product;

Instructions for correct use and storage to maximise the product lifetime;

Maintenance instructions, including cleaning instructions, if required. Maintenance instructions shall not specify the use of any chemical or coating limited by any part of this standard; and

Recycling instructions for the product end-of-life.

### **Demonstration of Conformance**

**DoC 22.1:** Copy of documentation to be supplied with the product clearly stating the required information.

## **6.7 Packaging Requirements**

*Inefficient use of packaging can result in greater transportation needs, natural resource depletion and increased burden on landfills. Product packaging should be as efficient and recyclable as possible across the product's life cycle.*

**Criterion 23:** Halogenated plastics shall not be used in product packaging.

### **Demonstration of Conformance**

**DoC 23.1:** SDS of packaging and site inspection of final product packaging.

**Criterion 24:** Packaging shall comply with at least one of the following:

- Each material constituting >20% by weight of the total primary and secondary packaging used, shall contain at least 50% recycled content by weight;
- Each material constituting >20% by weight of the total primary and secondary packaging used, shall be derived from plant-based materials (e.g. PLA plastics); or
- Each separable item constituting >20% by weight of the total primary and secondary packaging, shall be recyclable in Australia. This may be demonstrated using the Australian Packaging Covenant's Packaging Recyclability Evaluation Portal (PREP)
- Paper and cardboard packaging shall be either certified under recognised forest certification scheme (e.g. FSC or PEFC) or contain at least 70% recycled content by weight.

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

### **Demonstration of Conformance**

**DoC 24.1:** Details of materials used as packaging, including information on the input of recycled and virgin materials reported by weight if applicable. The recycled content can be averaged over a 12-month period to find the amount or range of recycled content; and / or

**DoC 24.2:** Evidence of recyclability or copy of PREP Assessment Report; and/or

**DoC 24.3:** Evidence of certification under relevant forest certification scheme; and/or

**DoC 24.4:** Details of re-use programs for transport materials within the applicant company.

## 7. ENVIRONMENTAL CLAIMS

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

### 7.1 Public Claims

**Criterion 25:** The applicant's public claims regarding the product's environmental performance beyond this standard's scope (other than GECA certified content) shall be independently verified as compliant with ISO 14021: Environmental Labels and Declarations – 'Self-Declared Environmental Claims' (Type II Environmental Labelling) requirements. Also refer to the GECA Rules for the Use of the Good Environmental Choice Australia Mark.

#### Demonstration of Conformance

**DoC 25.1:** Report or statement from the applicant listing all public environmental claims regarding the product by the applicant, demonstrating compliance to ISO14021; and

**DoC 25.2:** A signed declaration from an Executive Director of the applicant company stating that any environmental claims made by the company regarding the product in the future will be verified using ISO 14021 and/or the GECA certification.

## SOCIAL CRITERIA



### 8. SOCIAL AND LEGAL COMPLIANCE

*This section addresses compliance with the legal and social attributes of the producer and the applicant company; it also engages with the supply chain to ensure human and labour rights are upheld. These criteria are common to all GECA standards. The social aspect partially addresses the third dimension of sustainability - society. This concept was first understood by producers under the name "Corporate Social Responsibility" (CSR). In this standard, social criteria include laws for equal opportunity, safety and protection of workers, and compliance with human and labour rights. GECA certification cannot be given to any company that illegally exploits workers or their families.*

Note: In cases where there is a conflict between GECA requirements in this section and relevant legislation or regulations introduced by governments and agencies, national legislation overrides state legislation and state legislation overrides regulations and standards issued by GECA. Where the GECA requirements go further than the applicable legislation, the producer and/or applicant company shall comply with applicable law while trying as far as possible to act in accordance with the spirit of the GECA requirements.

#### 8.1 Environmental Legislation

**Criterion 26:** The producer of the product and applicant company shall as per law comply with relevant environmental legislation and government orders at the Local, State, and Commonwealth levels (if these have been issued). Where a producer is from an overseas jurisdiction, it is that jurisdiction's environmental regulations that apply. Where the producer has been found guilty of a breach of any environmental legislation or permit(s) within the last two years, there must be evidence of corrective action.

##### Demonstration of Conformance

**DoC 26.1:** Signed declaration from an Executive Officer of the organisation stating compliance with applicable environmental legislation and government orders;

**DoC 26.2:** Signed declaration disclosing any breaches of environmental legislation or permits and the date of the breach. Applicant shall:

**DoC 26.3:** Provide a Legal Register listing applicable environmental legislation (including applicable Regulations under that legislation) in, or as an attachment to the above two declarations (26.1 and 26.2). The Legal Register shall:

- For each applicable Act and Regulation listed, state whether the manufacturer and applicant company comply; or have a certified ISO 14001, Eco-Management and Audit Scheme (EMAS) or equivalent environmental management system in place; and;
- List relevant permits granted by the EPA or an equivalent national, state or local body;

**DoC 26.4:** Evidence of corrective action following identification of a breach of environmental legislation, if applicable.

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

## 8.2 Minimum entitlement including wages

**Criterion 27:** All employees and contractors must receive at least the applicable minimum wage including penalty rates, allowances and superannuation and be provided with all other minimum entitlements including in relation to hours, leave and termination. All employees shall be covered by a Federal or State award, a certified industrial agreement or registered agreement as determined by the Australian Government Workplace Authority or a State or Territory Workplace Relations Agency, or an agreement that complies with Fair Work Act 2009 section 61 – National Employment Standards. A manufacturer/applicant company shall demonstrate compliance to the following requirements as taken from the [ILO](#) Convention: Convention 100 – Equal Remuneration Convention.

Where a producer is from an overseas jurisdiction, it is that jurisdiction's equivalent regulations that apply.

Where a producer/applicant company or a third party has identified a breach of applicable legislation, including underpayment of wages within the last two years, there shall be evidence of corrective action.

### Demonstration of Conformance

**DoC 27.1:** Signed declaration from an Executive Officer of the organisation confirming compliance with all minimum entitlements including wages; and

**DoC 27.2:** List of applicable awards, certified industrial agreements or registered agreements and the number of workers to which they apply, and number of workers not covered by such; and

**DoC 27.3:** Text or template of a typical workplace agreement offered to employees of the company and sample payslips; and

**DoC 27.4:** Evidence of corrective action following identification of a breach of legislation, if applicable.

## 8.3 Workplace Health and Safety

**Criterion 28:** A manufacturer/ applicant company shall demonstrate compliance to the following requirements as taken from the ILO Conventions:

a) Convention 155 – Occupational Safety and Health and its accompanying Recommendation No. 164;

b) Convention 161 – Occupational Health Services and its accompanying Recommendation No. 171

And general compliance with applicable State or Territory Legislation concerning Occupational, Health and Safety (OHS) / Work Health and Safety (WHS) and/or the Commonwealth Safety, Rehabilitation and Compensation Act 1988, where applicable. Where a manufacturer is from an overseas jurisdiction, it is that jurisdiction's equivalent regulations that apply. Where a producer/applicant company has been found guilty of a breach of relevant legislation within the last 2 years, there shall be evidence of corrective action.



### **Demonstration of Conformance**

**DoC 28.1:** Signed declaration from an Executive Officer of the organisation stating compliance to workplace legislation and government orders, as well as declaration of any breaches of legislation and the date of the breach. Applicants shall list all applicable legislation in, or as an attachment to, this declaration;

**DoC 28.2:** Copy of the company Occupational / Workplace H&S policy and procedures;

**DoC 28.3:** Copy of employee induction records, training records, meeting records and risk assessments; or current ISO 45001:2018 (or former OHSAS 18001), AS/NZS 4801 or equivalent certification; or third-party certification stating compliance to Work Health and Safety Act 2011 and the Work Health and Safety Regulation 2011 or equivalent jurisdiction specific legislation; and

**DoC 28.4:** Evidence of corrective action following a breach of legislation, if applicable; and

**DoC 28.5:** WHS incidents register.

## **8.4 Equal Opportunity**

**Criterion 29:** The manufacturer/applicant company shall demonstrate general compliance with the requirements of the Racial Discrimination Act 1975, Sex Discrimination Act 1984, Disability Discrimination Act 1992, Equal Opportunity for Women in the Workplace Act 1999, and complementary State Legislation. The manufacturer cannot be in the list of 'named' or non-compliant employers under the Workplace Gender Equality Act 2012. Where a manufacturer /applicant company is from an overseas jurisdiction, it is that jurisdiction's equivalent regulations that apply. Where a manufacturer has been found guilty of a breach of relevant legislation within the last two years, there shall be evidence of corrective action.

### **Demonstration of Conformance**

**DoC 29.1:** Signed declaration from an Executive Officer of the organisation stating compliance with above legislation;

**DoC 29.2:** Copy of relevant company policies and procedures;

**DoC 29.3:** Evidence of corrective action following a breach of legislation, if applicable; and

**DoC 29.4:** The assessor will verify that the company does not appear on the following list:

[Non-compliant list | WGEA](#)

## **8.5 Lawful Conduct**

**Criterion 30:** The manufacturer/applicant company shall not have been convicted of any breach of criminal law, any breach of the Competition and Consumer Act 2010 or the Corporations Act 2001, including prosecution or de-listing by the Australian Stock Exchange (ASX or international equivalent). Where a manufacturer is from an overseas jurisdiction, it is that jurisdiction's equivalent regulations that apply. Where a producer has been found guilty of a breach of relevant legislation within the last two years, there must be evidence of corrective action.

### Demonstration of Conformance

**DoC 30.1:** Signed declaration from an Executive Officer of the organisation stating compliance with above legislation; and

**DoC 30.2:** Evidence of corrective action following a guilty verdict, if applicable.

## 8.6 Modern Slavery

**Criterion 31:** The applicant company shall promote the elimination of Modern Slavery through collaboration with their supply chain, in accordance with the Australian Commonwealth Modern Slavery Act 2018 or NSW Modern Slavery Act 2018 and the following requirements as taken from the ILO Conventions:

- a) Conventions 29 and 105 – Elimination of Forced and Compulsory Labour; and
- b) Convention 182 – Worst Forms of Child Labour

Where an applicant has found instances of modern slavery in their business operations and or supply chains in the past two years, there shall be evidence of corrective action.

This criterion shall be valid for applicant companies of any size and is not restricted to any annual revenue threshold.

### Demonstration of Conformance

**DoC 31.1:** A copy of the published Modern Slavery Statement from within the previous 12 months. The Modern Slavery Statement shall comply with the seven mandatory criteria of the Act as below:

- a) Identify the reporting entity
- b) Describe reporting entity's structure, operations and supply chains
- c) Describe the risks of modern slavery practices in the operations and supply chains of the reporting entity and any entities it owns or controls
- d) Describe the actions taken by the reporting entity and any entities it owns or controls to assess and address these risks, including due diligence and remediation processes
- e) Describe how the reporting entity assesses the effectiveness of these actions
- f) Describe the process of consultation with any entities the reporting entity owns or controls
- g) In addition to the modern slavery report, some supporting documents may be asked to be cited at the main site of manufacturing during the on-site assessment:

If a copy of the Modern Slavery Statement is unable to be presented, a rationale will be required. Also in cases where supportive documentation is unavailable at the time of certification, a grace period of three years or one certification period may be granted (no more than one certification period will be given).

The documents may include but not limited to the following documentation to support the modern slavery report:

- h) Employment records
- i) List of contractors
- j) Leave entitlements policy

- k) Any relevant Human Resources policy
- l) Payslips/ wage scales/ remuneration policy
- m) Minimum age of employment policy
- n) Any other relevant information

Where an organisation has not previously reported on the Australian Commonwealth Modern Slavery Act 2018 or NSW Modern Slavery Act 2018 and does not meet the reporting threshold of the NSW or Commonwealth legislation, the organisation shall publish a Modern Slavery Statement within three years of certification on a voluntary basis. A grace period of up to one cycle of certification may be granted depending on the company's reporting period.

For more information about modern slavery and the *Modern Slavery Act 2018*., please see [News and Resources \(modernslaveryregister.gov.au\)](https://www.modernslaveryregister.gov.au).

## 8.7 Human Rights Including Labour Rights

**Criterion 32:** The manufacturer/applicant company shall respect internationally recognised human rights, including labour rights, including the rights set out in:

- Universal Declaration of Human Rights
- International Covenant on Civil and Political Rights
- International Covenant on Economic, Social and Cultural Rights
- ILO Declaration on Fundamental Principles and Rights at Work

In particular, this includes the following aspects and ILO conventions: No child/forced/bonded labour (ILO 29 and 105), Minimum age convention (ILO 138), Worst forms of child labour (ILO182), Health and safety procedures and training (155, 161 and 171), Right of freedom of association (ILO 87 and 98), Non-discrimination (ILO 100 and 111), Discipline/harassment and grievance procedures, Fair working hours and compensation, Anti-corruption and bribery.

The applicant company shall also take steps to ensure human rights are respected in its supply chain.

Where an applicant has been found to breach this criterion in the past two years, there must be evidence of corrective action.

### Demonstration of Conformance

**DoC 32.1:** The manufacturer/applicant company shall provide evidence of its commitments to human rights including labour rights (e.g. policies, published reports containing disclosure in relation to human rights (e.g. sustainability report) commitments to international initiatives such as the UN Global Compact); and

**DoC 32.2:** The manufacturer/applicant shall provide a map of at least one tier of its supply chain; and

**DoC 32.3:** Evidence of implementation of a Supplier 'Code of Conduct'; Code of conduct to include Human and Labour Rights, Health and Safety of workers; and

**DoC 32.4:** Evidence of assessment of suppliers in relation to human rights and recommendations for improvements in their supply chain; and

**DoC 32.5:** Evidence of [ISO20400](https://www.iso.org/standard/68001.html) implementation; or

- Evidence of valid [SA8000® Standard](#), or other equivalent certification; or
- Evidence of being a signatory to the [UN Global Compact](#); or
- [SEDEX](#) membership ; or
- [GRI 400](#) Report (Global Report Initiative); and

If any of DoCs 32.5 cannot be provided, manufacturer/ applicant shall provide:

**DoC 32.6:** Evidence of commitment to achieve SA 8000 certification within one year; or

**DoC 32.7:** Evidence of becoming a signatory to the UN Global Compact within six months;

and

**DoC 32.8:** Evidence of corrective action, if applicable.

GECA acknowledges that this is an emerging area of compliance and conformance. Therefore, alternative certifications, standards, ethical membership organisations or compliance reporting may be recognised as demonstration of conformance where an exception is granted by the GECA Board.

## EVIDENCE OF CONFORMANCE

### Demonstration of Conformance (DoC)

This section lists the sources of evidence to be considered during an assessment to establish conformance against GECA's standards. This list is provided to guide the applicant through the standard's requirements and facilitate the preparation of an application. The DoC requirements are specified along with each criterion in the standard define specific sources of evidence acceptable to GECA. In cases where criteria offer several DoC requirements, it is the sole decision of the appointed assurance provider to choose the appropriate option throughout the preliminary stage of the assessment. If none of the recommended DoC requirements stipulated for a particular criterion in the standard is applicable for a product under assessment, then the appointed assurance provider may choose an alternative but equivalent source of evidence. In cases where alternative sources of evidence have been accepted for the verification of the product, the assurance provider will inform GECA by providing a report on the details as far as appropriate. GECA will use this information to continuously improve the DoC requirements stipulated by that standard.

All laboratory testing and analysis shall be carried out by a [NATA](#) accredited laboratory. For tests carried out overseas, all analysis shall be carried out by a reputable lab accredited by an [ILAC](#).

The applicant/manufacture shall have processes in place to ensure on-going compliance with the criteria in this standard; for example in relation to hazardous substances, having a process in place for completing a checklist (signed and dated by the authorised person) that lists all the substances and requirements in that section prior to using in/with the GECA product/s. The process may be carried out by relevant supplier/s of relevant material/s if there is no in-house capacity within the organisation being assessed to carry out this process. Documented information about any communication in regards to this process (i.e. between applicant and suppliers) shall be maintained.

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

## APPENDIX A APPLICATION CHECKLIST

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

Criterion No.	Criterion Content	Demonstration of Conformance See standard body for details	Evidence Attached	Complies Y/N or NA
<b>FIT FOR PURPOSE CRITERIA</b>				
<b>1. Standard Category Scope</b>				
Criterion 1	Standard Category Scope	Detailed description of the product(s); and	<input type="checkbox"/>	
		Explanation of applicability to the scope of the standard	<input type="checkbox"/>	
Criterion 2	Product meets or exceeds applicable standards and demonstrated fitness levels (only two DoCs required)	<b>Mandatory:</b> Detailed description of the product(s) as it relates to Australian (or other) standards; and	<input type="checkbox"/>	
		Independent assessment or test reports confirming conformance to relevant Australian (or other) standard; or	<input type="checkbox"/>	
		Report or case study demonstrating fitness for purpose	<input type="checkbox"/>	
Criterion 3	5 year commercial guarantee on the quality of the product	Copy of warranty documentation provided to customers	<input type="checkbox"/>	
<b>HEALTH CRITERIA</b>				
<b>3. Emissions</b>				
Criterion 4	Particleboard, MDF, plywood or timber veneers shall conform to formaldehyde testing methods outlined in AS 1859.  Particleboard and MDF panels shall be tested using methods mentioned in AS/NZS 4266.16 and demonstrate a level below 1mg/  Veneer and plywood shall demonstrate a level below 1ppm	Test results demonstrating conformance to the criterion	<input type="checkbox"/>	
		Test results from AS/NZS 4266.16 (2004) or other internationally accepted test methods listed in Table 1.	<input type="checkbox"/>	
		Test results from AS/NZS 2098.11 (2005) or other internationally accepted test methods listed in Table 1.	<input type="checkbox"/>	

	(mg/L) using the AS/NZS 2098.11	copy of a valid Certificate of Compliance (GREENGUARD Gold certificate),	<input type="checkbox"/>	
		Evidence of existing product equivalency to the WELL Building standard	<input type="checkbox"/>	
4. Hazardous and Prohibited Substances				
Criterion 5	Listed substances shall not be added to products during manufacture	A schedule of the constituent substances in g/kg used in the manufacturing process and relevant SDS; and	<input type="checkbox"/>	
		A copy of documentation clearly outlining how each chemical is used, managed and stored; and	<input type="checkbox"/>	
		Where an exception is claimed, a signed declaration from an Executive Director of the applicant company stating that the given substance is necessary and does not pose a hazard;	<input type="checkbox"/>	
Criterion 6	Products shall not contain substances harmful to human health or the environment.	<p>A schedule of the constituent substances in g/kg used (as above); and</p> <p>Where an exception is claimed, the applicant shall provide a signed declaration stating the purpose for which the given substance is necessary; documentation clearly outlining how each chemical is used, managed and stored; and evidence that human exposure or environmental contamination is prevented</p>	<input type="checkbox"/>	
Criterion 7	Listed substances shall not be added to products, their components or be used at any stage of the manufacturing process	A schedule of the constituent substances in g/kg used (as above); and	<input type="checkbox"/>	
		A signed declaration stating that the above compounds, their functional derivatives or in-situ precursors are not added to finished products, their component parts or be used at any stage of the manufacturing process, including as preparatory agents, cleaners or degreasers in the production facility	<input type="checkbox"/>	

		Where an exception is claimed, the applicant shall provide a signed declaration from an Executive Director of the applicant company stating that attempts have been undertaken to find alternatives for the substance(s) for which the exception is claimed; and the purpose for which the given substance is necessary; documentation clearly outlining how each chemical is used, managed and stored; and evidence that human exposure or environmental contamination is prevented.	<input type="checkbox"/>	
<b>ENVIRONMENTAL CRITERIA</b>				
<b>5. Material Requirements</b>				
Criterion 8	Timber and Natural Fibre shall be sourced sustainably	Design specification or schedule for materials and components of product; and	<input type="checkbox"/>	
		Chain of custody evidence for materials; and	<input type="checkbox"/>	
		Chain of custody evidence for materials; and	<input type="checkbox"/>	
		Evidence of certification from a responsible timber fibre source; and	<input type="checkbox"/>	
		Evidence of certification from a responsible timber fibre source; and	<input type="checkbox"/>	
Criterion 9	Wood and natural material shall not be treated or impregnated with fungicides or insecticides classified by IARC as 1 or 2A.	Signed documentation from the supplier that any pesticides used are not classified as IARC 1 or 2A.	<input type="checkbox"/>	
Criterion 10	Latex shall not contain concentrations of 1, 3 butadiene greater than 1 ppm.	Signed declaration that no latex, foam or rubber is used in the product or	<input type="checkbox"/>	
		Signed declaration for the producer of the latex or rubber, confirming no 1,3 butadiene is used in their product or	<input type="checkbox"/>	
		Test reports confirming conformance to the criterion or	<input type="checkbox"/>	



		VOC test results confirming butadiene emission is 0.02ppm (0.044 mg/m <sup>3</sup> ) or total alkenes as <0.05mg/m <sup>2</sup> hr or <0.05mg/m <sup>3</sup> .	<input type="checkbox"/>	
Criterion 11	CFC, HCFC, HFC or methylene chloride shall not be used as blowing agents in polyurethane	Signed declaration describing the expansion process and if it includes any of the prohibited substances	<input type="checkbox"/>	
Criterion 12	Aniline based amines shall not be added to padding material	Signed declaration for the supplier, describing the manufacturing process and if aniline based amines are used	<input type="checkbox"/>	
Criterion 13	Total water discharge from latex, foam or rubber production shall be treated to reduce COD/TOC levels by 90%	Copy of EMS or similar showing testing requirements, frequency and calculations; or	<input type="checkbox"/>	
		Results from sampling for COD or TOC analysis	<input type="checkbox"/>	
Criterion 14	Fabrics shall meet the standards of a recognised ecolabel or meet the requirements of the Hazardous Materials section of this standard (only one DoC required)	Signed declaration stating that no fabric has been used or	<input type="checkbox"/>	
		A copy of the ecolabel license from the suppliers of each fabric product used or	<input type="checkbox"/>	
		A schedule of all materials and substances used and where applicable the SDS, chemical names or CAS numbers and/or signed declaration of non-use to establish compliance with the Hazardous Materials section of this standard.	<input type="checkbox"/>	
6. Packaging, End of Life and Product Stewardship				
Criterion 15	Replacements shall be available for parts that are subject to wear, for a period of five years	Evidence that the end-user is made aware of the offer; and	<input type="checkbox"/>	
		Signed declaration confirming commitment to the provision of replacement parts	<input type="checkbox"/>	
Criterion 16	Products shall be easily disassembled and separable into recyclable or re- useable units. (Only two DoCs are required)	For both Criterion 16 and Criterion 17:  Where products are comprised of more than two material types, instructions for disassembly are required; or	<input type="checkbox"/>	
Criterion 17	Components parts shall not contain inseparable bonds.	Engineers report or disassembly demonstration; or	<input type="checkbox"/>	

	(only two DoCs required)	Mandatory: Details of material used in product, included in DoC 9.1	<input type="checkbox"/>	
Criterion 18	All glass shall be recyclable in local council recycling systems or by a specialist recycling facility.  If the glass can only recycled in a specialist facility, the applicant shall provide correct recycling instructions.	If glass is used, a specification of type used and details of tints, colourings and coatings; and	<input type="checkbox"/>	
		A copy of receipts or arrangements for the recycling of glass in either a local council facility or specialist facility; and	<input type="checkbox"/>	
		If not recyclable in local council facilities, a copy of the information provided with the product	<input type="checkbox"/>	
Criterion 19	Plastic weighing greater than 100g shall be marked with appropriate resin identification codes  (only one DoCs required)	Visual assessment from product sample or during a site visit; or	<input type="checkbox"/>	
		A direct and clear inclusion of this requirement in DoC 19.1	<input type="checkbox"/>	
Criterion 20	Products and components shall not be impregnated, labelled or coated or otherwise treated in a manner that will prevent post-consumer recycling	Detailed description of each coating or treatment applied to the product or component, or declaration of non-use; and	<input type="checkbox"/>	
		Explanation of how each coating affects the recyclability of each product or component and	<input type="checkbox"/>	
		Description of the end-or-life options for the treated component with written confirmation from a recycler able to accept the component	<input type="checkbox"/>	
Criterion 21	A product stewardship program or similar shall be in place for the product	Copy of instructions outlining take back service and	<input type="checkbox"/>	
		Copy of contractual agreements allowing for the proper disposal of used products	<input type="checkbox"/>	
Criterion 22	Products shall be accompanied with information for the consumers	Copy of documentation supplied to consumers	<input type="checkbox"/>	
Criterion 23	Halogenated plastics shall not be used in product packaging	SDS of packaging and site inspection of final product packaging.	<input type="checkbox"/>	
Criterion 24	Packaging shall be recyclable, contain recycled content or derived	Details of materials used as packaging; and	<input type="checkbox"/>	

	from plant-based materials.	Evidence of recyclability or copy of PREP Assessment Report; or  Evidence of certification under relevant forest certification scheme; and	<input type="checkbox"/>	
		Details of re-use programs for transport materials within the applicant company.	<input type="checkbox"/>	
<b>7. Environmental Claims</b>				
Criterion 25	Public claims made by applicant	Report or statement from the applicant listing all public environmental claims regarding the product by the applicant demonstrating compliance to ISO14021; and  Statement of conformance signed by EO, with report showing compliance to ISO 14021.	<input type="checkbox"/>	
<b>SOCIAL CRITERIA</b>				
<b>8. Social and Legal Compliance</b>				
Criterion 26	Environmental Legislation	signed declaration from an Executive Officer of the organisation stating compliance with applicable environmental legislation and government orders; and	<input type="checkbox"/>	
		Signed declaration of breaches and applicable legislation or permits and the date of the breach	<input type="checkbox"/>	
		Legal Register listing applicable environmental legislation	<input type="checkbox"/>	
		Act and Regulation list	<input type="checkbox"/>	
		Applicable permits granted by EPA.	<input type="checkbox"/>	
		Evidence of corrective action (if applicable).	<input type="checkbox"/>	
Criterion 27	Minimum entitlement including wages	Signed declaration of compliance from an Executive Officer of the organisation confirming compliance with all minimum entitlements including wages	<input type="checkbox"/>	

		List of applicable awards, certified industrial agreements or registered agreements and the number of workers	<input type="checkbox"/>	
		Text or template of a typical workplace agreement offered to employees of the company; and sample payslips.	<input type="checkbox"/>	
		Evidence of corrective action following identification of a breach of legislation	<input type="checkbox"/>	
Criterion 28	Workplace Health and Safety	Signed declaration from an Executive Officer of the organisation stating compliance to workplace legislation and government orders, as well as declaration of any breaches of legislation and the date of the breach. ( shall list all applicable legislation in, or as an attachment to this declaration)	<input type="checkbox"/>	
		Copy of OHS/WHs policies and procedures.	<input type="checkbox"/>	
		Copy of employee induction records, training records, meeting records and risk assessments; or current ISO45001:2018 (or former OHSAS 18001), AS/NZS 4801 or equivalent certification; or third party certification stating compliance to Work Health and Safety Act 2011 and the Work Health and Safety Regulation 2011 or equivalent jurisdiction specific legislation	<input type="checkbox"/>	
		WHS incidents register	<input type="checkbox"/>	
		Evidence of corrective action (if applicable).	<input type="checkbox"/>	
Criterion 29	Equal Opportunity	Signed declaration of compliance from an Executive Officer of the organisation stating compliance with above legislation	<input type="checkbox"/>	
		Copy of relevant policies and procedures.	<input type="checkbox"/>	
		Evidence of corrective action (if applicable).	<input type="checkbox"/>	

		Does not appear on list of non-compliant organisations.	<input type="checkbox"/>	
Criterion 30	Lawful Conduct	Statement of conformance signed by CEO.	<input type="checkbox"/>	
		Evidence of corrective action (if applicable).	<input type="checkbox"/>	
Criterion 31	Modern Slavery	Copy of the published Modern Slavery Statement from within the previous 12 months	<input type="checkbox"/>	
Criterion 32	Human and Labour Rights	Evidence of commitments to human rights including labour rights	<input type="checkbox"/>	
		Map of at least one tier of their supply chain; and	<input type="checkbox"/>	
		Evidence of implementation of a Supplier Code of Conduct, and	<input type="checkbox"/>	
		Evidence of assessment of suppliers in relation to human rights and recommendations for improvements in their supply chain	<input type="checkbox"/>	
		Evidence of ISO20400 implementation; or	<input type="checkbox"/>	
		Evidence of valid SA8000® Standard certification or other equivalent certification; or	<input type="checkbox"/>	
		Evidence of being a signatory to the UN Global Compact	<input type="checkbox"/>	
		SEDEX Membership, or	<input type="checkbox"/>	
		GRI 400 Report; and	<input type="checkbox"/>	
		Evidence of commitment to achieve SA8000® Standard certification within one year	<input type="checkbox"/>	
		Evidence of becoming a signatory to the UN Global Compact within six months; and	<input type="checkbox"/>	
		Evidence of corrective action (if applicable).	<input type="checkbox"/>	

Our vision is for a sustainable  
future for people and planet

