

Informative Note Ecogarantie®

The Ecogarantie® label guarantees the consumer that a product bearing the label meets strict requirements in terms of ecological quality. It considers various aspects such as the organic origin of the ingredients of agricultural origin, the life cycle of the product, its biodegradability, etc.

The Ecogarantie® label is a label issued by a group of actors in the organic sector (producers, processors, consumers and technical bodies). It is owned and managed by the professional association Probila-Unitrab, which defends the interests of the organic sector (food and non-food).





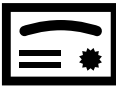
For more information on the Ecogarantie label, please visit the Ecogarantie website (www.ecogarantie.eu) or the Certisys website (www.certisys.eu).

What types of products can be covered by the Ecogarantie® label?

- Cosmetics
- Washing and cleaning products
- Air fresheners
- Sea salt



Comment obtenir la certification ?

	1. Get informed ↓
	2. Commit yourself / signing of contracts ↓
	3. Opening of your file ↓
	4. Initial audit of your activity ↓
	5. Certification

How to get certified? Let's take a closer look!

1. Get informed

The first step in the certification process is to gather the necessary information Do my products meet the general requirements of the [Ecogarantie® specifications](#) ?

Do they meet the specific requirements for the type(s) of product I want to certify?

Cosmetics – Washing & cleaning products – Air Fresheners – Sea salts.

2. Commit yourself / signing of contracts

When the company has decided to commit to Ecogarantie® certification, it must return the following signed contracts:

- Certisys service contract (OR3271),
- Probila-Unitrab agreement for the use of the Ecogarantie® label (OR3456).

to the following address: Certisys - 57/3 Rue Joseph Bouché B-5310 Bolinne or via e-mail to operator@certisys.eu

3. Opening of your file

Upon receipt of the contracts, an invoice is issued for the opening of the file.

The current rates can be found in the following documents:

- For Belgium, and abroad by quotation only: OR3473
- For abroad, if the company is already subject to a recognized organic/ecologic certification: OR3228

4. Initial audit of your activity

One of our auditors will contact you to make an appointment for a first audit. During this audit, a report is drawn up containing any points of non-compliance, corrective measures to be taken or missing documents to be returned.

5. Certification

Once your file is complete, it is examined by the certification department and, if positive, your products are certified, and a certificate is issued.

If non-conformities are found, it is important to take corrective measures as part of a quality system.

You then enter an annual audit cycle.

What does the audit involve?

The audit, carried out by a Certisys auditor, will consist, among other things, in checking the following points:

- **Ingredients** (organic origin for raw materials of agricultural origin) and **organic guarantees** from suppliers (presence of certificates and products covered),
- The **recipes** and **manufacturing processes**,
- The correspondence between the **quantity of products purchased and sold**,
- A visit to the **production and storage facilities**,
- **Measures for separating** conventional and organic products.
- **Labels** and **packaging** (materials used),
- ...

If you subcontract all or part of the production of your products to another company, this company will also have to be inspected.

What are the documentary requirements?



Validation of your formulas

You are responsible for ensuring that your recipes comply with the latest version of the Ecogarantie® specifications. To assess the validity of your recipes in relation to the specifications, they can be downloaded from our website.

The following documents must be completed and returned to your auditor for approval:

A) Assessment of ingredients:

The following documents must be completed for each ingredient:

- for cosmetic use (QT3536), for detergent use (QT3537).

Copies of the MSDS (Material Safety Data Sheet) for each ingredient must be submitted.

Organic certificates for each ingredient from organic farming should be available on request.

B) Assessment of the products to be certified

If your manufacturing process is not a simple mixture, the following documents must be completed:

- cosmetics (QT3543) detergents (QT3544)

C) Monitoring tables; products and ingredients to be certified (QT 3546). This is an Excel file with 4 tabs:

- Products to certify** : indicate the trade name of your products as you wish it to appear on the certificate.

If you want a certificate in another language, fill in the relevant column(s).

- Raw materials** : list all the ingredients used, their INCI or CAS code if relevant, supplier.

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- c. **Raw materials and products** : this is a double entry table that allows you to cross-reference the information in the two previous tables.
The rows should contain the different ingredients, the columns should contain the numbers of the different products, and a cross should indicate which ingredients are used for which products
- d. **Modification history** : This tab allows you to follow the modifications that are made to the document (addition of a new product, replacement of an ingredient by another, change of supplier, deletion of a product...)

In the event of changes, we ask you to return this updated table, together with the relevant questionnaire(s), so that your validation request can be processed quickly.



Verification of your labels

You are responsible for ensuring that your labels and packaging comply with the rules of annex II of the Ecogarantie® specifications (Logo Book).

Any new label, whether for a new product or for a change in design, must be sent to us for verification before printing.

We would point out to you in this respect that the audit carried out by Certisys only concerns the use of the Ecogarantie® logo; there is no verification of the conformity of your labels and packaging with the legal provisions in force for the marketing of cosmetic and/or cleaning products.

We remind you that these steps must be carried out before marketing a product bearing the Ecogarantie® logo. Any new product may only be placed on the market after a certificate has been issued by Certisys.

Similarly, we must be informed of any significant change in your activity (move, change of the person in charge of the EG file within your company, manufacturing process, etc.). As mentioned above, changes in formula, ingredients, suppliers, labels or packaging before the modified product is placed on the market.

We remain at your disposal if you have any request for additional information. You can contact our reception (via e-mail info@certisys.eu or by phone +32 (0)81/60.03.77).

Certisys Team,