



**EU Ecolabel  
Footwear**













# User Manual














**PART E– Checklist**













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# Part E: Checklist





Applicant's Checklist		
This checklist summarises the documentation to be provided for each criterion. This checklist must be completed by the applicant.		
	Mark when done	
<b>Documents to be submitted to the Competent Body:</b>	Included	Does not apply
 Part C: Application form		
 Product description		
<b>Criterion 1 - Origin of hides and skins, cotton, wood and cork, and man-made cellulose fibres</b>		
<b>1.1(a) &amp; (b)- Requirements on hides and skins</b>		
<b>Documents to be submitted to the Competent Body:</b>	Included	Does not apply
 Supplier Declaration template: Requirements on hides and skins (Sub-Criteria 1.1(a) & (b))		
<b>1.2- Cotton and other natural cellulosic seed fibres</b>		
<b>Documents to be submitted to the Competent Body:</b>	Included	Does not apply
 Declaration template: Cotton and other natural cellulosic seed fibres (Sub-Criterion 1.2)		
 Supporting information: A copy of the EU Ecolabel certificate for textile products used awarded in accordance with the Commission Decision 2014/350/EU (if applicable – otherwise information below)		
 Supporting information: Verification of recycled content (third party certification or documentation from feedstock suppliers and reprocessors)		
<b>1.2(a) - Organic production standard</b>		
<b>Documents to be submitted to the Competent Body:</b>	Included	Does not apply
 Declaration template: Organic production standard (Sub-Criterion 1.2(a))		
 Supplier Declaration template: Organic production standard ( <a href="#">Sub-Criterion 1.2(a)</a> )		
 Supporting information: evidence that at least 10% of the cotton contained in the product (or 95% in the case of footwear intended for children less than 3 years old) is organic certified (see criterion for further details).		
 Supporting information: evidence that non-genetically modified varieties of cotton used (see criterion for further details).		
<b>1.2(b) - Cotton production according to IPM principles and restriction on pesticides</b>		
<b>Documents to be submitted to the Competent Body:</b>	Included	Does not apply
 Declaration template: Cotton production according to IPM principles and restriction on pesticides - Sub-Criterion 1.2(b)		
 Supplier Declaration template: Cotton production according to IPM principles and restriction on pesticides - Sub-Criterion 1.2(b)		

 Supporting information: evidence that at least 20% weight by weight of the cotton contained in the product (or 60% weight by weight in the case of footwear intended for children less than 3 years old), has been grown by farmers that have participated in formal training programmes of the UN FAO or Government IPM and ICM programmes and/or that have been audited as part of third party certified IPM schemes (see criterion for further details).		
<b>1.3 - Origin of wood and cork</b>		
<b>Documents to be submitted to the Competent Body:</b>	Included	Does not apply
 Declaration template: Sustainable wood and cork - Sub-Criterion 1.3		
 Supplier Declaration template: Sustainable wood and cork - Sub-Criterion 1.3		
 Supporting information: valid, independently certified chain of custody certificates demonstrating that at least 70% of the wood or cork material originates from virgin material from forests managed according to Sustainable Forestry Management principles and/or from recycled sources that meet the requirements set out by the relevant independent chain of custody certification scheme (see criterion for further details).		
 Supporting information: If the product or product line includes uncertified material, proof shall be provided that the content of uncertified material does not exceed 30 % and is covered by a verification system which ensures that it is legally sourced.		
<b>1.4 - Man-made cellulose fibres (including viscose, modal and lyocell)</b>		
<b>Documents to be submitted to the Competent Body:</b>	Included	Does not apply
 Declaration template: Man-made cellulose fibres (including viscose, modal and lyocell) - Sub-Criterion 1.4		
 Supplier Declaration template: Man-made cellulose fibres (including viscose, modal and lyocell) - Sub-Criterion 1.4		
 Supporting information: A copy of the EU Ecolabel certificate for textile products used awarded in accordance with the Commission Decision 2014/350/EU (if applicable – otherwise information below)		
 Supporting information: valid, third-party certified chain of custody certificates (obtained from the fibre manufacturer(s)) demonstrating that the wood fibres have been grown according to sustainable forestry management principles and/or are from legal sources. FSC, PEFC or equivalent schemes shall be accepted as independent certification (see criterion for further details).		
 Supporting information: Verification of recycled content (third party certification or documentation from feedstock suppliers and reprocessors) (if applicable)		
<b>1.5 - Plastics</b>		
<b>Documents to be submitted to the Competent Body:</b>	Included	Does not apply
 Declaration template: Plastics - Sub-Criterion 1.5		
 Supplier Declaration template: Plastics - Sub-Criterion 1.5		
<b>Criterion 2 - Reduction of water consumption and restrictions in tanning of hides and skins</b>		
<b>2.1 - Water consumption</b>		
<b>Documents to be submitted to the Competent Body:</b>	Included	Does not apply
 Applicant/Supplier Declaration template: Water consumption - Sub-Criterion 2(a)		

 Supporting information: provide the annual amount of leather production and related water consumption based on the monthly average values of the last twelve months preceding the application, measured by the quantity of waste water discharged.		
 Supporting information: if the leather production process is conducted in different geographical locations, provide documentation that specifies the quantity of water discharged (m3) for the quantity of semi-finished leather produced in tonnes (t) or number of skins for sheepskin, as appropriate, based on the monthly average values during the twelve months preceding the application.		
<b>2.2 - Restrictions in tanning of hides and skins</b>		
<b>Documents to be submitted to the Competent Body:</b>	Included	Does not apply
 Applicant/Supplier Declaration template: Restrictions in tanning of hides and skins - Sub-Criterion 2(b)		
 Supporting information: specify the tanning technology used in the processing of raw hides and skins.		
<b>Criterion 3 - Emissions to water from the production of leather, textile, and rubber</b>		
<b>3.1 - Chemical Oxygen Demand (COD) in wastewater from leather tanning sites</b>		
<b>Documents to be submitted to the Competent Body:</b>	Included	Does not apply
 Applicant/Supplier Declaration template: Chemical Oxygen Demand (COD) in wastewater from leather tanning sites - Sub-Criterion 3(a)		
 Supporting information: detailed documentation and test reports in accordance with ISO 6060 (see criterion for further details).		
<b>3.2 - Chemical Oxygen Demand (COD) in wastewater from textile</b>		
<b>Documents to be submitted to the Competent Body:</b>	Included	Does not apply
 Applicant/Supplier Declaration template: Chemical Oxygen Demand (COD) in wastewater from textile - Sub-Criterion 3(b)		
 Supporting information: A copy of the EU Ecolabel certificate for textile products used awarded in accordance with the Commission Decision 2014/350/EU (if applicable – otherwise information below)		
 Supporting information: detailed documentation and test reports in accordance with ISO 6060 (see criterion for further details)		
<b>3.3 - Chemical Oxygen Demand (COD) in wastewater from processing of natural and synthetic rubber</b>		
<b>Documents to be submitted to the Competent Body:</b>	Included	Does not apply
 Applicant/ Supplier Declaration template: Chemical Oxygen Demand (COD) in wastewater from processing of natural and synthetic rubber - Sub-Criterion 3(c)		
 Supporting information: detailed documentation and test reports, based on ISO 6060 (see criterion for further details).		
<b>3.4 - Chromium in tannery waste water after treatment</b>		
<b>Documents to be submitted to the Competent Body:</b>	Included	Does not apply
 Applicant / Supplier Declaration template: Chromium in tannery waste water after treatment - Sub-Criterion 3(d)		

 Supporting information: a test report from the supplier using the following test methods: ISO 9174 or EN 1233 or EN ISO 11885 for chromium (see criterion for further details).		
<b>Criterion 4 - Volatile Organic Compounds (VOCs)</b>		
<b>Documents to be submitted to the Competent Body:</b>	Included	Does not apply
 Declaration template: Volatile Organic Compounds (VOCs) - Criterion 4		
 Supporting information: a calculation of the total use of VOCs during final shoe production in accordance with EN 14602 (see criterion for further details).		
 Supporting information: certification under Council Directive 89/686/EEC that proves that the product is classified as personal protective equipment (if applicable).		
<b>Criterion 5 - Hazardous substances in the product and shoe components</b>		
<b>5.1 - Restriction of Substances of Very High Concern (SVHC's)</b>		
<b>Documents to be submitted to the Competent Body</b>	Included	Does not apply
 Declaration template: Restriction of Substances of Very High Concern (SVHC's) - Sub-Criterion 5(a)		
 Supplier Declaration template: Restriction of Substances of Very High Concern (SVHC's) - Sub-Criterion 5(a)		
 Supporting information: A copy of the EU Ecolabel certificate for textile products used awarded in accordance with the Commission Decision 2014/350/EU (if applicable)		
<b>5.2 - Restriction based on CLP hazard classifications</b>		
<b>Documents to be submitted to the Competent Body:</b>	Included	Does not apply
 Declaration template: Restriction based on CLP hazard classifications - Sub-Criterion 5(b)		
 Supplier Declaration template: Restriction based on CLP hazard classifications - Sub-Criterion 5(b)		
 Supporting information: the list of restricted substances according to CLP hazards listed in Table 3 that are present in any homogenous material or article that form the final product, together with declaration about their hazard classification or non-classification.		
 Supporting information: identify where derogated substances are present in the product and provide supporting evidence showing how the derogation conditions have been met (see criterion for further details).		
 Supporting information: information supporting declarations of the hazard classification or non-classification for each substance and material (see criterion for further details).		
 Supporting information: for classifications recorded as 'data lacking' or 'inconclusive' according to the REACH registered substance database, or where the substance has not yet been registered under the REACH system, provide toxicological data and other verification data as detailed in the criterion.		

 Supporting information: A copy of the EU Ecolabel certificate for textile products used awarded in accordance with the Commission Decision 2014/350/EU (if applicable)		
<b>Criterion 6 - Restricted Substances List</b>		
<b>Documents to be submitted to the Competent Body</b>	Included	Does not apply
 Declaration template: Restricted Substances List - Criterion 6		
 Supplier Declaration template: Restricted Substances List - Criterion 6		
 Supporting information: evidence as applicable to the substances and production recipes used to manufacture the composing material, or the final product.		
 Supporting information: test results from laboratory analysis of samples of the final product (as applicable)		
 Supporting information: Safety Data Sheets (SDS) for production recipes (as applicable) (see criterion for further details).		
 Supporting information: A copy of the EU Ecolabel certificate for textile products used awarded in accordance with the Commission Decision 2014/350/EU (if applicable).		
<b>Criterion 7- Parameters contributing to durability</b>		
<b>Documents to be submitted to the Competent Body:</b>	Included	Does not apply
 Declaration template: Parameters contributing to durability - Criterion 7		
 Supporting information: test reports as specified in <a href="#">Table 6</a> .		
<b>Criterion 8 - Corporate Social Responsibility with regard to labour aspects</b>		
<b>Documents to be submitted to the Competent Body:</b>	Included	Does not apply
 Declaration template: Corporate Social Responsibility with regard to labour aspects - Criterion 8		
 Supporting information: copies of certificates and supporting audit reports for each final product assembly plant for the model(s) to be ecolabelled (see criterion for further details).		
<b>Criterion 9 – Packaging</b>		
<b>9.1 - Cardboard and paper, 9.2 – Plastic</b>		
<b>Documents to be submitted to the Competent Body</b>	Included	Does not apply
 Declaration template: Packaging - Criterion 9		
 Supporting information: specify the material composition of the packaging and the share of recycled and virgin material.		
<b>Criterion 10 - Information on the packaging</b>		
<b>10.1 - User Instructions</b>		

<b>Documents to be submitted to the Competent Body</b>	Included	Does not apply
 Declaration template: User Instructions - Sub-Criterion 10(a)		
 Supporting information: a packaging sample or the proposed artwork showing the user instructions that will be supplied with the product.		
<b>10.2 - Information appearing on the eco-label</b>		
<b>Documents to be submitted to the Competent Body:</b>	Included	Does not apply
 Declaration template: Information appearing on the eco-label - Sub-Criterion 10(b)		
 Supporting information: a sample of the product label or the proposed artwork showing where the EU Ecolabel is placed.		