



# CSA Group Environmental Product Declaration (EPD) Program

## PROGRAM REQUIREMENTS

### 1 INTRODUCTION

This first edition of the CSA Group Environmental Product Declaration (EPD) Program (Program) Requirements outlines the requirements for registering an EPD within the CSA Group Program, as governed by CSA Group's Program Operator Rules.

This document outlines a set of program requirements based on the application of an existing voluntary standard, CAN/CSA-ISO 14025, and specific requirements unique to the Program.

### 2 SCOPE

The Program's aim is to register EPD(s) submitted by an applicant that comply with CSA Group's Program Operator Rules.

**Note:** *Terms used in all Program documents are defined in the Glossary. Unless otherwise defined in the Glossary, terms and definitions used in the Program documents shall be those provided in the ISO 14025 standard (see Referenced Documents).*

Upon receipt of applicable documents, acceptance of the EPD, and payment of all fees, as outlined in the 2013 Pricing Schedule, the following actions will be taken by the Program:

- a) The applicant shall be issued an EPD with a registration-specific promotional Label; and
- b) The EPD shall be listed on the Program Registry.

The applicant shall comply with the complete terms for use of Labels issued under the Program which are provided in the Trademark Usage Guidelines.

### 3 REQUIREMENTS

The Program Requirements for recognition as a CSA Group EPD are outlined in this clause. The applicant shall comply with all Program Requirements.

A completed set of Application Documents and payment of the Application Fee shall be received by CSA Group before the application shall be assessed.

Required Application Documents include:

- 1) Signed Application Form;
- 2) EPD;
- 3) Verification Report; and
- 4) Proof of Verifier Accreditation (if applicable).

A review of the submitted Application Documents will be conducted by CSA Group to evaluate completeness and any discrepancies will be communicated to the applicant.

The CSA Group EPD registration is valid for five (5) years.

### **3.1 Signed Application Form**

The applicant shall submit a completed and signed Application Form.

### **3.2 EPD**

The applicant shall provide the relevant EPD(s) for the application to the Program.

The EPD shall be prepared in conformance with the relevant Product Category Rule (PCR), ISO 14025 and CSA Group's Program Operator Rules.

The EPD(s) shall include the parameters described in the relevant PCR.

The following information shall be included in the EPD:

- a) identification and description of the organization making the declaration;
- b) description of product;
- c) product identification (e.g. model number);
- d) name of the program and the program operator's address and, if relevant, logo and website;
- e) PCR identification;
- f) date of publication and period of validity;
- g) data from Life Cycle Assessment (LCA), Life Cycle Inventory (LCI) or information modules;
- h) additional environmental information;
- i) content declaration covering materials and substances to be declared (e.g. information about product content, including specification of materials and substances that can adversely affect human health and the environment, in all stages of the life cycle);
- j) information on which stages are not considered, if the declaration is not based on an LCA covering all life cycle stages;
- k) statement that environmental declarations from different programs may not be comparable; and
- l) information on where explanatory material may be obtained.

The EPD(s) and supporting data shall be independently verified.

### **3.3 Verification Information**

The applicant shall provide all information with respect to the independent Verifier as requested in the Application Form (Section 3). The applicant shall submit all relevant Verification Report(s) to CSA Group, in order to provide assurance regarding conformance to applicable ISO standards, and accuracy of all data and EPD data

and assertions. The Verification Report shall state that the EPD and data meet the following criteria:

- a) conformance with the PCR;
- b) conformance with ISO 14020, ISO 14025 and the ISO 14040 series of standards;
- c) conformance with CSA Group's program operator rules;
- d) the quality and accuracy of additional environmental information; and
- e) the quality and accuracy of the supporting information.

The Verification procedure shall be transparent. The Verification Report shall document the Verification process, while adhering to the obligations of ISO 14025 Clause 8.3 covering rules for data confidentiality.

### **3.4 Verifier Competence and Qualifications**

As per CAN/CSA-ISO 14025, Clause 8.2, CSA Group (as a Program Operator) has a responsibility to ensure that the minimum requirements for the competence of Verifiers are met. CSA Group accepts two types of Verifiers: organizations accredited by a body that has an EPD Verification accreditation program, and recognized individual Verifiers who have demonstrated that they meet the requirements as outlined in CAN/CSA-ISO 14025, Clause 8.2.2.

Organizations submitting EPDs to CSA Group shall ensure that the Verification of the EPD and data was performed by an approved Verifier. A list of recognized Verifiers can be found at CSA Group's website. Non-approved Verifiers can apply to CSA Group to become a recognized Verifier as outlined in Clause 3.4.2. The Verifier's application form is available on the CSA Group website.

#### **3.4.1 Accredited Verifiers**

Verifiers shall be accredited by a recognized accreditation body with an EPD Verification program.

The applicant shall provide the Certification or ID number as evidence of accreditation of Verifier(s) that conducted the Verification of the EPD(s), if the applicant uses a Verifier from an accredited body.

#### **3.4.2 Recognized Individual Verifiers**

CSA Group requires proof of the following competency requirements to assess and approve new individual Verification applicants, as per the requirements of CAN/CSA-ISO 14025, Clause 8.2.2:

- a) knowledge of relevant sector, product and product-related environmental aspects;
- b) process and product knowledge of the product category;
- c) expertise in life cycle assessment (LCA) and methodology for LCA work;

- d) knowledge of relevant standards in the fields of environmental labelling and declarations and LCA;
- e) knowledge of the regulatory framework within which requirements for EPDs have been prepared, if applicable; and
- f) knowledge of CSA Group's EPD program.

The applicant shall provide CSA Group with documentation to illustrate that the above competency requirements have been met. This documentation shall include a Curriculum Vita (CV) and two (2) professional references. CSA Group reserves the right to determine if the information as provided is acceptable.

### **3.5 Changes to the EPD or Applicant Information**

Any changes to the original account information provided to CSA Group on Application Documents and other Program documents are to be immediately reported to CSA Group by sending an e-mail to [epdregistry@csagroup.org](mailto:epdregistry@csagroup.org).

The applicant shall promptly notify CSA Group if there is a significant change in one of the environmental indicators as compared to LCA data currently published. Any changes to registered EPD(s) need to be accompanied by a new or updated Verification report and will be subject to a CSA Group completeness review. Updated EPDs will be valid for a period of five (5) years from the change date and will be issued a new EPD label with the updated validity period.

## REFERENCED DOCUMENTS

CAN/CSA-ISO 14020:99

*Environmental labels and declarations — General principles*

CAN/CSA-ISO 14025:07

*Environmental labels and declarations — Type III environmental declarations — Principles and procedures*

CAN/CSA-ISO 14040:06

*Environmental management — Life cycle assessment — Principles and framework*

CAN/CSA-ISO 14044:06

*Environmental management — Life cycle assessment — Requirements and guidelines*