

## Checklist for the submission of subsequent verifications and the application

for the Environmental label according to DE-UZ 14a for "Graphic paper and cardboard made from 100% recovered paper".

Subsequent verifications are documents that must be submitted annually after the conclusion of a contract on the use of the Ecolabel.

Please upload the **subsequent verifications** only via the web portal in document form with reference to the contract number.

Bisphenol A content

Bisphenol S content

**Annex 6, Annex 2 regular recurring inspection** Form, **Annex 2 E** (extensions; for each new/extension application) to the contract.

**In addition:** If the paper grades 2.05.00, 2.05.01, 2.06.00, 2.06.01 and 5.09 are used, also submit annually.

DIPN measurement

**In addition:** Only for manufacturers of office paper (copy/ multifunctional paper) and digital printing paper, also submit every 2 years.

TVOC

TSVOC

DIPN

For organisational reasons, we request that you submit the annual verifications

- **without request and in one single package by 30 June or by 1 September** of the following year at the latest.

Dear applicant, Your application for the award of the Environmental Label can only be processed quickly when the following documents are submitted in full to RAL gGmbH:

### Application via the web portal

Submit the application via: <https://portal.ral-umwelt.de>

**Annex 1:** Manufacturer's declaration, printed form, completed and signed. Upload as a document.

**Annex 2:** Printed form, all information relevant to the paper such as product name, weight, bisphenol A/S measurement. Upload as an Excel file

<p><b>Annex 2 regular recurring inspection</b> Form, All paper-relevant data: Product name, Bisphenol A/S Measurement as repeat inspection. <b>Annually:</b> Upload as Excel file</p>	
<p><b>Annex 2 E</b> For extension applications and contracts- <b>paper list.</b> Upload as Excel file</p>	
<p><b>Determination of the DIPN content:</b> Test report according to Paragraph 3.2 <b>Only if the following types of paper are used:</b> 2.05.00, 2.05.01, 2.06.00, 2.06.01 and 5.09. <b>Annually:</b> Upload as a document.</p>	
<p>Determination of the Bisphenol A/S content: Test report according to Paragraph 3.3 <b>Annually:</b> Upload as a document.</p>	
<p>Determination of the VOC content, <b>every 2 years:</b> <b>Only for manufacturers of office and digital printing paper.</b> Test report from an approved testing institution according to Paragraph 3.13. Upload as a document.</p>	
<p><b>Durability of the paper:</b> Test report from an independent testing institution according to Paragraph 3.16 <b>Only for manufacturers of office paper and paper used for the production of printed matter and press products.</b> Upload as a document.</p>	
<b>Annex 3:</b>	Printed form, declaration from the chemical producer/supplier according to Paragraphs 3.4, 3.9, 3.10 and 3.11, Upload as a document.
<b>Annex 4:</b>	Printed form, direct discharger - declaration from the manufacturer about the measured emission values according to Paragraph 3.14.1, Upload as a document.
<b>Annex 5:</b>	Printed form, confirmation from the operator of the waste water treatment plant about compliance with the emission values according to Paragraph 3.14.2. Upload as a document.
<b>Annex 6:</b>	Printed form, <b>annually</b> , confirmation from an external auditor about compliance with the requirements in Paragraph 3.1, Upload as a document.
<p>Sample of the recycled paper <b>Send via post</b> (with reference to the specific inbox number)</p>	