|  |
| --- |
| Checklist for applications and subsequent verifications  for the environmental label according to DE-UZ 217a for “Paper made from 100% recovered paper for paper bags and boxes“ |
| Subsequent verifications are documents that must be submitted annually after the conclusion of a Contract on the Use of the Environmental Label exclusively via the WEB portal with reference to the contract number. Please upload as a document! |
| **For the base contract / base contracts,** annually:   * Bisphenol A/S content * Annex 6 |
| If the paper grades 2.05.00, 2.05.01, 2.06.00, 2.06.01, 3.05.01, 3.06.00 and 5.09.00 are used, also submit the following annually:   * DIPN measurement |
| For organisational reasons, we please request that you submit all of the annual verifications   * without request and in one single package **by 30 June or by 1 September at the latest.** |

|  |
| --- |
| 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, energy consumption values, generated waste.  **Upload as an Excel file** |
| Determination Test report according to Paragraph 3.2  Of DIPN content: **Only if the following grades of paper are used:** 2.05.00, 2.05.01, 2.06.00, 2.06.01, 3.05.01, 3.06.00 and 5.09.00  **Annually. Upload as a document.** |
| Determination of Test report according to paragraph 3.3 Bisphenol A/S: **Annually.** Upload as a document. |
| Annex 3: Printed form, declaration from the chemical producer/supplier according to Paragraphs 3.4, 3.5, 3.11, 3.12 and 3.13.  **Upload as a document**. |
| Annex 4: Printed form, direct discharger - declaration from the manufacturer about the measured emission values according to Paragraph 3.14.1  **Upload as a document.** |
| Annex 5: 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.** |
| Annex 6**:** Printed form, confirmation from an external auditor about compliance with the requirements in Paragraphs 3.1 and 3.14  **Annually.** **Upload as a document.** |
| Sample of the According to Paragraph 3.1 **Send via post** recycled paper: (with reference to the incoming mail code) |