



Application Guide

THE ULTIMATE ECOLABEL™

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Certification Scheme

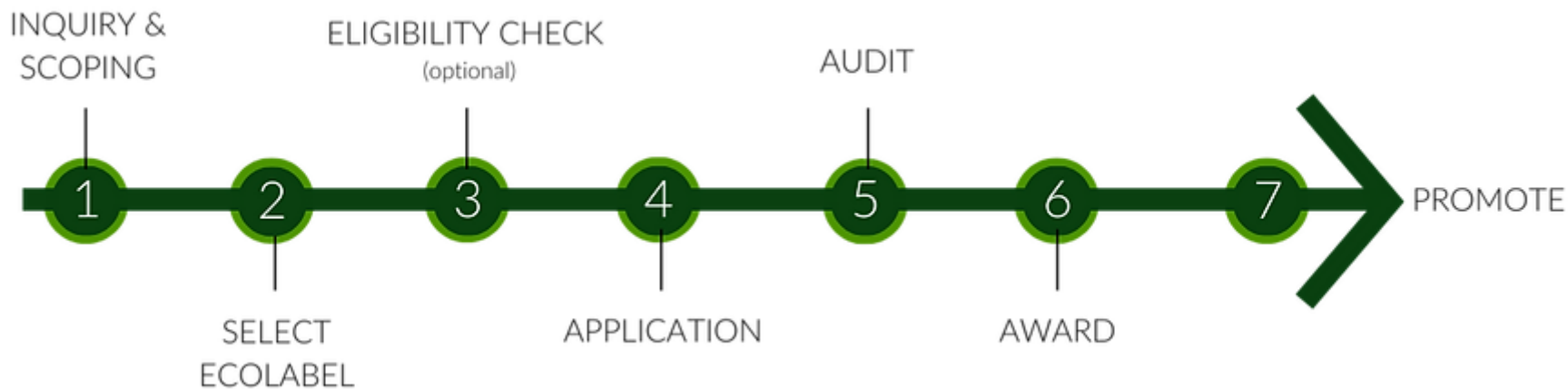
Key Features

- ☐ Powerful green credential - complies with all green claim laws
- ☐ Obvious - instantly recognised by consumers
- ☐ Proven - impeccable track record since 1998
- ☐ Customised ecolabels
- ☐ Global - one certification applies globally
- ☐ Life-cycle assessment - the true measure of sustainability
- ☐ Universal performance standards based on robust ISO platform
- ☐ Certification lasts three years, renewable on updated assessment





Process



Note: The use of this complimentary Guide does not guarantee that any application for certification will be granted.





1a. Inquiry

Purpose of Certification

- ☐ Customer requirement or expectation
- ☐ Show legal compliance with green claim laws
- ☐ Obtain a powerful, impeccable, global green credential
- ☐ Promote our green profile and reputation
- ☐ Sustainability-based bidding
- ☐ Become or maintain market leader position
- ☐ Defensive strategy





1b. Scoping

Scoping: extent of certification

Certification types

- ❖ Corporate certification – organisation dedicated to sustainability (optional)
- ❖ Product, service, or project certification (how many of these?)
- ❖ Manufacturing sites (distribution and retail centres optional)
- ❖ Minimum application: one product, service, or project and one operational site

Scoping options

- ☐ Certify a few products as a premium offering
- ☐ Certify a line of key products
- ☐ Certify a full range of products



2. Select Best Ecolabel

*Select the Best Ecolabel for you.
Click on diagram to go to Ecolabel options*





3. Eligibility Check

Do you need an Eligibility Check? (optional)

How close are you to complying with the Health, Safety and Environmental (HSE) standards of the ecolabel you seek?

Gap Analysis:

- ☐ List of products, services, projects and sites to be certified defined?
- ☐ Best ecolabel/s selected?
- ☐ Check compliance with Standards for that label – 12 months' evidence? Yes/Partial/No
- ☐ Work programme needed to come up to standard
- ☐ Legal, financial, operational, cost, and reputational benefits of improvements and certification
- ☐ Staging, timing and cost to meet standard

We recommend an Eligibility Check (gap analysis) if you are unsure of your position, or if you have a complex application.

Don't need one? Go to next slide: Application





4a. Application

Prepare and submit your application

Once the scope of your application is confirmed, we will send you a detailed Certification Programme for you to commission.

Your application should describe your business operations, your commitment to sustainability, your products, services or projects. It should include at least 12 months' evidence of compliance with the standards of the ecolabel you seek.

Acceptable evidence formats:

- ☐ Life cycle assessment
- ☐ Environmental, Social and Governance records
- ☐ Sustainability Statement and records

*We recommend that you engage a suitably-qualified staff member or consultant to prepare your application.
We can provide a cloud link for large applications.*





4b. Auditor

Approved Green Tick® Auditor appointed

- ☐ A local auditor (where possible) is appointed to your project
- ☐ Their fees are specified in your Certification Programme
- ☐ They review your documentation and visit your operational site
- ☐ They organise any testing required
- ☐ They discuss your application with you and prepare a draft audit report
- ☐ If any non-conformities are found, you will have a reasonable time-frame to close them out
- ☐ A Draft Audit Report is provided to you and Green Tick® management



5. Audit

Example only

TIMELINE	MONTH 1				MONTH 2				MONTH 3			
Week	Week 1	Week 2	Week 3	Week 4	Week 1	Week 2	Week 3	Week 4	Week 1	Week 2	Week 3	Week 4
1. CERTIFICATION PROCESS												
1.1 Opening meeting												
1.2 Liaison Applicant & GTC												
1.2 Auditor - document review												
1.3 Auditor - site assessment												
1.4 Auditor - product assessment												
1.5 Draft audit report												
1.6 Non-conformity actions (if any)												
1.7 Closing meeting												
1.8 Final audit report												
2. CERTIFICATION AWARD												
2.1 Final report review												
2.2 Draft license agreement												
2.3 Draft launch plan												
2.4 Certification Board meeting												
2.5 Signed license agreement												
3. CERTIFICATION LAUNCH												
3.1 Launch plan activated												
3.2 Certification goes live												
3.3 Monitor market response												





6. Award

Draft Audit Report to Applicant & Green Tick® management

Draft report indicates 'grant' or 'decline'.
Corrective actions set if needed

Certification Board receives Audit Report

Auditor recommends 'grant' or 'decline'

Certification Board awards (or declines) Green Tick®

Board makes a confidential and independent decision

AWARD:

License to use Green Tick® ecolabel issued for 3 years

Royalty fees paid quarterly in arrears;
spot audit 24 hours' notice





7. Promote

Unleash the power of the Green Tick® Brand

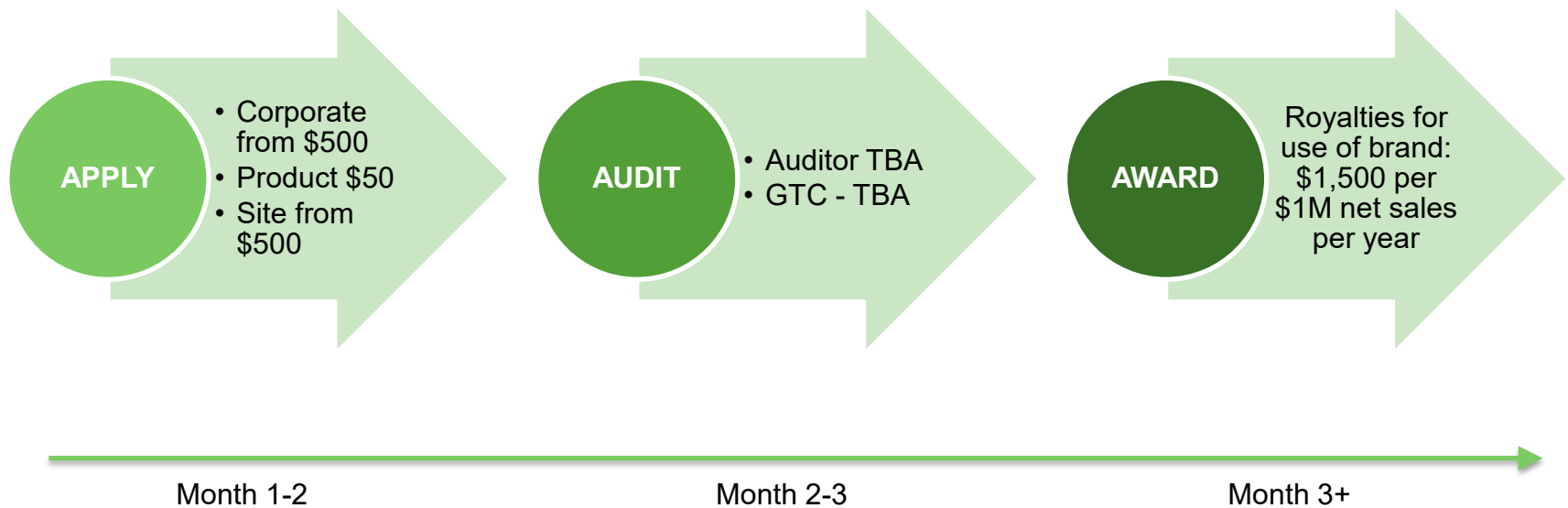


Pursuing your target markets



Fees \$USD & Timeframe

Your certification programme will include customised pricing and timing



Notes: 1. GTC fees paid on commission
2. Auditor invoices Applicant direct
3. TBA: To be advised

[More fee details](#)



My Application

Confirm your scope and we will prepare your Certification Programme for you

CERTIFICATION FEES			
Application Fees	Number of Units	Fee per Unit	Total
Corporate (optional)			
Sites			
Products			
Projects			
Subtotal			
Audit Fee			
Auditor fee (assigned auditor)			
Audit processing (GTC)			
Certification Board			
Specialist Board Member/s			
Subtotal			
Award			
Licensing agreement		0.15% net sales	
Subtotal			
Total \$USD			





Any questions?

Contact Us

We look forward to working with you on your market-leading certification project!





THE ULTIMATE ECOLABEL™

Since 1998

www.greentick.com