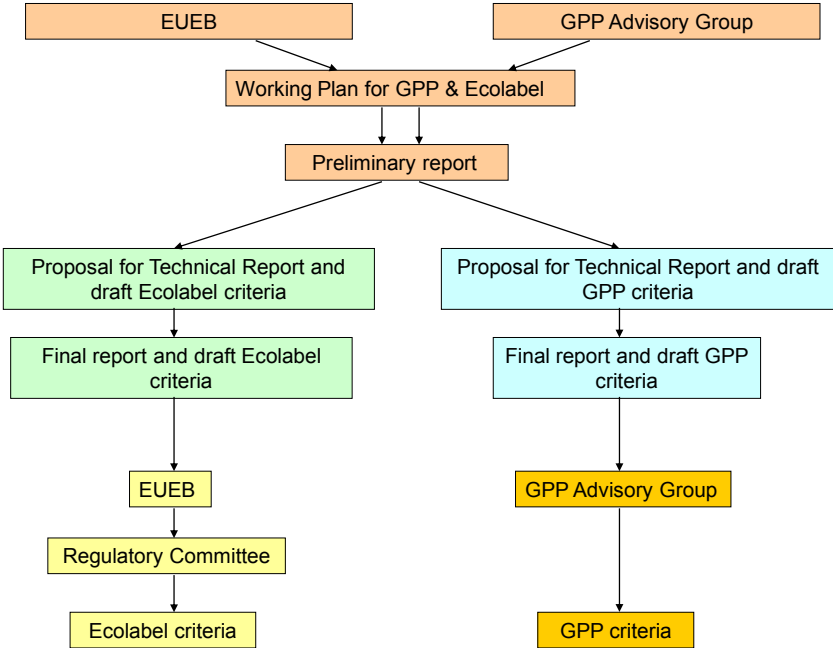


Procedure for the development and revision of GPP criteria



1. The GPP Advisory Group

This informal Advisory Group (AG) will act as a consultative body for GPP criteria development. The task of the AG will be to assist the Commission to set a work plan for criteria development and to evaluate GPP criteria and related reports.

AG will be composed of 1 representative per Member State as well as 3 representatives of other stakeholders (i. e. civil society, industry and SMEs). It will be possible that more national GPP experts attend the meetings, especially when general GPP issues are going to be discussed.

The EC will ask Member States to nominate one GPP expert per Member State. We expect 2 – 3 meetings per year. The EC will reimburse travel costs for nominees.

2. Standard procedure for development and revision of the GPP criteria

2.1. Working Plan

Prior to starting the criteria setting process, a working plan both for Ecolabel and GPP criteria will be elaborated. This will allow the prioritisation of product and service groups. Three categories will be drawn:

- Product/service groups for Ecolabel
- product/service groups for Ecolabel and GPP
- product/service groups for GPP

The EUEB and the GPP AG will be consulted on this document. In particular, each of this body will concentrate their comments on their area of expertise.

2.2. Preliminary report (Background report)

This preliminary report shall at least contain:

- Quantitative indication of the potential environmental benefits related to the product group,
- Reasoning for choice and scope of product group,
- Analysis of other environmental labels' criteria,
- Current laws and ongoing legislative initiatives related to the product group sector,
- Analysis of the possibilities of substitution of hazardous substances by safer substances, Intra-community market data for the sector, including volumes and turnover,
- Current and future potential for market readability and viability
- Extent and overall relevance of the environmental impacts associated with the product group, based on new or existing life cycle assessment studies.
- References of data and information collected and used for issuing the report.

Consultation Process:

The preliminary report shall be made available on the EC website throughout the whole process during the development of the criteria.

2.3. Technical Report (Background report)

A Technical Report supports the proposal for draft GPP criteria.

It shall at least include the following elements:

- Availability of different environmental alternatives on the market, and key technological challenges and current trends for industry
- Issues relating to verifying compliance with environmental demands
- The scientific explanations of each requirement and criterion;
- a quantitative indication of the overall environmental performance that the criteria are expected to achieve in their totality, when compared to that of the average products on the market;
- an estimation of the expected environmental/economic/social impacts of the criteria as a whole

2.4. Draft GPP criteria (Product sheet)

Following the Technical Report, draft GPP criteria shall be established.

Draft GPP criteria and associated Technical Report can be published as one document.

The draft GPP criteria establishing core and comprehensive criteria shall comply with the following requirements:

- they shall take into consideration the net environmental balance between the environmental benefits and burdens, including health and safety aspects; where appropriate, social and ethical aspects shall be considered, e.g. by making reference to related international conventions and agreements such as relevant ILO standards and codes of conduct,
- the criteria shall be based on the most significant environmental impacts of the product, be expressed as far as reasonably possible via technical key environmental performance indicators of the product, and be easily verifiable;
- they shall be based on sound data and information, representative as far as possible of the entire EU market;

- they shall be based on life cycle data and quantitative environmental impacts, where applicable in compliance with the European Reference Life Cycle Data Systems (ELCD);
- they shall take into consideration the views of all interested parties involved in the consultation process;
- they shall guarantee harmonisation with existing legislation applicable to the product group when considering definitions, test methods and technical and administrative documentation;
- they shall take into account relevant EU policies and work done on other related product groups.

The proposal for draft criteria and the Technical Report shall be made available at least one month before the first working group meeting. Any subsequent proposal for draft criteria shall be made available at least one month before subsequent meetings. The reasoning behind any changes to the criteria in subsequent drafts shall be fully explained and documented with reference to discussions in the open working groups meetings and comments received in public consultation.

At least two open working group meetings shall be held to which all interested parties, such as member states representatives, industry, trade unions, retailers, importers, environmental and consumer organisations, shall be invited. The Commission shall also participate in those meetings.

Responses shall be given to all comments received during the criteria development process, indicating whether they are accepted or rejected and why.

2.5. Final Report and draft GPP criteria

The Final Report shall also include the following elements:

- a summary list of all documents circulated in the course of the criteria development work,
- a list of the interested parties involved in the work or which have been consulted or have expressed an opinion, together with their contact information,
- an executive summary

The Final Report and draft GPP criteria shall be submitted to the GPP AG for its comments.

Any observations received on the Final Report shall be taken into consideration, and information on the follow-up to the comments shall be provided on request.

DG ENV will adopt the GPP criteria and Final Report as a Commission staff working documents.

3. Shortened procedure

Where a technical adaptation of the criteria or a non-substantial revision of the criteria is necessary, the shortened revision procedure can be applied.

3.1. Technical adaptation

The Commission can directly go to the GPP AG with revised GPP criteria and seek for the opinion of the group. Technical adaptations mean a change of legislation or policy, new technical data etc.

3.2. Non-substantial revision

A report containing proposal for a draft GPP criteria has to be made available for public consultation on the Commission's website for a period of two months for comment.

Responses shall be given to all comments received during the public consultation period, indicating whether each comment is accepted or rejected and why.

Further to the consultation, the GPP AG will be consulted on the draft GPP criteria.

4. Development of criteria led by another competent body (GPP criteria only)

Following the agreement with DG ENV, other stakeholders may lead the development of criteria. In this case, they must demonstrate expertise in the product area, as well as the ability to lead the process with neutrality.

The party, which initiates and leads the development or revision of the GPP criteria shall produce the following documents:

- a preliminary report;
- a draft GPP criteria proposal and Technical Report
- a Final Report and final draft GPP criteria);
- clear responses to all comments and proposals, indicating whether they are accepted or rejected and why;
- minutes of all meetings organised;
- a list of the parties involved in the work or which have been consulted or have expressed an opinion, together with their contact information.

The process undertaken shall follow the same process as the standard procedure described above. Also the consultation process shall follow this procedure (publishing on website, open working groups, decision making bodies etc.)

All the documents produced shall be submitted to the Commission and to the GPP AG.