



LABELING

sustainability

Program Operator for Product Category Rules (PCRs)
and Environmental Product Declarations (EPDs):
General Program Instructions



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Introduction

Labeling Sustainability administers product category rules (PCR) and environmental product declarations (EPDs) as a program operator following the International Organization for Standardization (ISO) 14025, Environmental labels and declarations — Type III environmental declarations — Principles and procedures and for building products, ISO 21930, Sustainability in building construction — Environmental declaration of building products. The General Program Instructions shall serve as the guidance for the administration and operation of Labeling Sustainability's EPD program operator program.

Program Scope

This voluntary program is intended to assist users in understanding environmental considerations of products and materials and further environmental performance. Labeling Sustainability will exclusively develop and publish Type III environmental product declarations (EPDs) for construction products. As part of that process, Labeling Sustainability will adapt, modify, and publish relevant product category rules (PCR) for the construction and building product market exclusively. This includes permanent and non-permanent products for both the interior and exterior of buildings, construction, infrastructure products, and interior furnishings or products for the built environment. The Geographical scope of this program is global.

Program Operator

Labeling Sustainability is a program operator responsible for preparing, maintaining, and communicating these program instructions governing the development, verification, and publication of PCR and EPDs for building materials and construction products. This program is operated exclusively under the provisions of ISO 14025 and is responsible for this EPD program scope and procedures, including review and maintenance. All companion documents can be found on the program operator's website.

As the program operator, by ISO 14025:2006, Labeling Sustainability shall be responsible for the following:

1. Preparing, maintaining, and communicating general program instructions;
2. Publishing the names of the organizations involved as interested parties in the program development;
3. Ensuring that the Type III environmental declaration requirements are followed. See the related document "*Validation of a Type III Environmental Product Declaration (EPD), A Company and Verifier Process Summary.*"
4. Establishing a procedure to safeguard the consistency of data within a program;
5. Maintaining and publishing the lists and records of PCR documents and Type III environmental declarations within the program;
6. Monitoring changes in procedures and documents of related Type III environmental declaration programs and revising policies and documents when necessary. See "*Updating and Revising PCRs by Labeling Sustainability.*"
7. Ensuring the selection of competent independent verifiers and PCR review panel members. See "*Application for Independent Verifiers and PCR Review Panel Specialists by Labeling Sustainability.*"
8. Establishing a transparent procedure for the PCR review, including the scope of the review, details of the review, and how the PCR review panel is constituted. For these procedures, see "*PCR Review Panel Composition and Transparent Review Process Procedures by Labeling Sustainability*";



9. Establishing procedures to avoid misuse of references to this International Standard, the Type III environmental declaration program, its Type III environmental declarations, and, where relevant, its logo.

Program Objective

The objective of this program is to develop, verify and publish EPDs of construction products based on life cycle assessment (LCA) in compliance with ISO 14025. All life cycle assessments will follow ISO 14040, ISO 14044, and ISO 21930.

Declarations developed through this program will be based on quantified life cycle assessments that are independently third-party verified. The program enables accurate environmental-related information to be presented; that information, in turn, will allow manufacturers, architects, contractors, building owners, and users to be more knowledgeable about products. The program will also foster improved environmental performance for building and construction materials manufacturers.

To achieve these objectives, Labeling Sustainability will:

- Select an existing qualified PCR, and modify it as required, to create a more specific PCR for construction products geared towards green building projects;
- Establish a transparent procedure for the review of the PCR, including details of the review process and how the PCR review panel is constituted;
- Ensure the selection of competent independent verifiers and PCR review panel members;
- Publish Type III environmental declarations within the program;
- Maintain publicly available lists and records of PCR documents and Type III environmental declarations within the program; and,
- Implement changes in procedures as required and revise the program and documents when necessary.

Intended Audience

The Type III environmental product declarations produced using the system by Labeling Sustainability are intended for use in business-to-business (B2B) communication and by design and construction professionals. EPDs will not be accepted as part of this program for business-to-consumer (B2C) communication. For B2C communication ISO 14025 requires additional considerations as outlined in Section 9 of the standard.

Interested Parties

A balance of interested parties will be involved in the program and PCR development. Reasonable efforts will be made to achieve consensus throughout the process. These interested parties may include material suppliers, trade associations, manufacturers, academia, and environmental interests. Names of organizations (not individuals) interested in participating will be published as they are selected.



Data Confidentiality and Management

Except for data and information required to be published in an EPD following the applicable PCR, any data or information supplied by or on behalf of parties seeking an EPD will be kept confidential when it is proprietary, covered by intellectual property rights and/or by other legal considerations, or according to business requirements.

Definition of Product Categories

For this program, the product category accepted will be defined by MasterFormat; all categories covered under MasterFormat are included in the PCR developed by Labeling Sustainability. MasterFormat is a standard for organizing specifications and other written information for commercial and institutional building projects in the U.S. and Canada. MasterFormat is a product of the Construction Specifications Institute and Construction Specifications Canada. It lists titles and section numbers for organizing data about construction requirements, products, and activities. By standardizing such information, MasterFormat facilitates communication among architects, specifiers, contractors, and suppliers, which helps them meet building owners' requirements, timelines, and budgets.

The PCR includes the following sections and all their sub-categories: (the Construction Specifications Institute and Construction Specifications Canada, 2016)

- 03 00 00 Concrete
- 04 00 00 Masonry
- 05 00 00 Metals
- 06 00 00 Wood and Plastics
- 07 00 00 Thermal and Moisture Protection
- 08 00 00 Door and Windows
- 09 00 00 Finishes
- 10 00 00 Specialties
- 11 00 00 Equipment
- 12 00 00 Furnishings
- 13 00 00 Special Equipment
- 14 00 00 Conveying Systems
- 15 00 00 Mechanical
- 16 00 00 Electrical

Procedure for Development and Maintenance of PCR

Labeling Sustainability shall facilitate harmonization when developing a PCR for the building and construction products by adopting readily available PCR documents in the same product category and the appropriate market area.

Following ISO 14025, the PCR shall identify and document the goal and scope of the LCA-based information for the product category and the rules for producing the additional environmental information for the product category. The PCR shall also determine the life cycle stages to be included, the parameters to be covered, and how the parameters shall be collated and reported.



The PCRs will contain the intended application, product category definition and description, goal and scope of the LCA-based information for the product category, and rules on producing the additional environmental information. They will also contain the details on the life-cycle stages (information modules) to be included, a procedure for inventory analysis, the parameters to be covered, how the parameters are collated and reported, and the period of validity.

The steps to the creation of a PCR are, but are not limited to:(International Standards Organization, 2006)

- Define product category
- Collect and/or produce an appropriate LCA
- PCR: Specify common goal and all relevant rules for product category LCA, predetermined parameters, rules on additional environmental information, requirements for reporting
- Write the requirements for producing the data specified by the PCR.

The PCR shall, at the minimum, contain the following information:

1. According to MasterFormat, the product category definition and description include technical specifications and the specification section, where the products are used to complete the construction work.
2. Goal and scope definition for the LCA of the product, according to the ISO 14040 series, including (International Standards Organization, 2006)
3. functional unit, system boundary, description of data,
4. criteria for the inclusion of inputs and outputs,
5. data quality requirements including coverage, precision, completeness, representativeness, consistency, reproducibility, sources and uncertainty, and units;
6. inventory analysis, including data collection, calculation procedures, and allocation of material and energy flows and releases;
7. impact category selection and calculation rules, if applied;
8. inventory data categories and impact category indicators for reporting in the LCA
9. specifications for hazard assessments for reporting additional information on coating, sealants, and adhesives used on a product, including materials and substances to be declared;
10. instructions for producing the data required to develop the declaration
11. instructions on the content and format of the Type III environmental declaration
12. information on which stages are not considered if the declaration is not based on an LCA covering all life cycle stages; and
13. Period of validity

PCRs will be titled to include the CSI MasterFormat Number. An example title would be: "Product Category Rules for Preparing an Environmental Product Declaration for Building and Construction Products as Categorized in CSI MasterFormat XX 00 00, (Category Description)".

PCRs are developed through a consultative process with interested parties in the green building or building materials and construction market. Meetings will be organized by Labeling Sustainability staff. Meetings will be conducted electronically when possible. PCRs will be independently reviewed by a third-party panel consisting of at least three members. The panel members will provide an appropriate mix of interested party perspectives and competencies. A most up-to-date and complete list of PCR review procedures can be found on Labeling Sustainability's website.



The PCR review shall demonstrate that:

- The PCR was developed following the ISO 14040 series of standards and Section 6.7.1 of ISO 14025;
- The PCR fulfills the general program instructions; and
- The LCA-based data and results, together with the additional environmental information prescribed in the PCR, describe the significant environmental aspects of the product.

Requirements for Comparability

Comparability of different Type III environmental declarations shall be deemed to have been achieved when the following conditions are met. First, the product category and definition are identical, and all information outlined in the PCR above is equivalent.

Procedure for The Content of EPDs

As required by ISO 14025, The following information shall be included in any Type III environmental declaration according to the PCR: (EPD International, 2017)

- Identification and description of the organization making the declaration;
- Description of the product;
- Product identification which can include trade name under which it is sold or the model number;
- Name of the program and the program operator's address and, if relevant, logo and website;
- PCR identification;
- Date of publication and period of validity;
- Data from LCA, LCI, or information modules;
- Additional environmental information;
- Information about the product including specification of materials and substances that can adversely affect human health and the environment, in all stages of the life cycle;
- Information on which stages of the life cycle analysis are not considered, if the declaration is not based on an LCA covering all life cycle stages (cradle to grave);
- A statement that environmental declarations from different programs may not be comparable;
- Does not apply to proprietary information relating to materials and substances covered by intellectual property rights or similar legal restrictions. It may also not be appropriate for declarations concerning intangible products.



In addition, the EPD must clearly label the following information using this exact format:

Declared Product	This Environmental Product Declaration (EPD) covers bench products produced by Declared unit:
Declaration Owner	
Program Operator	Labeling Sustainability 11670 W Sunset Blvd Los Angeles, CA 90049 www.epdregistration.com
Product Category Rule	ISO 21930:2017 Sustainability in buildings and civil engineering works - Core rules for environmental product declarations of construction products and services and Sub Product Category Rule PCR Program Operator: PCR review was conducted by:
Independent LCA Reviewer and EPD Verifier	This declaration was independently verified following ISO 14025:2006. Independent verification of the declaration, according to ISO 14025:2006. Internal <input type="checkbox"/> ; External <input type="checkbox"/> X Third-Party Verifier
Date of Issue	
Period of Validity	5 years; valid until
EPD Number	

Procedure for The Verification of The EPDs

A complete procedure manual is available on Labeling Sustainability's website titled "*Validation of an Environmental Product Declaration (EPD), A Company and Verifier Process Summary.*"

Labeling Sustainability shall require the EPD verification to comply with the following to determine whether the EPD is in conformance with:

- ISO 14020 and the relevant requirements of ISO 14025;
- General program instructions; and
- Current and relevant PCR



Maintaining Publicly Available Lists

Labeling Sustainability will maintain a publicly available list of all PCR and valid EPDs completed within the program and make that list available on Labeling Sustainability's website (www.labelingsustainability.com). EPDs are the manufacturers' property (or relevant associations or organizations seeking the EPD). In addition, all EPDs developed under this program will be made publicly available as required by ISO 14025.

Funding Sources

The Labeling Sustainability program was developed by Labeling Sustainability from the company's funds, without a specific manufacturer, trade association, or general company associated sponsor.

Periodic Review of Program Instructions

Labeling Sustainability will review program parameters and documentation annually or as needed to ensure current program materials and procedures. Consult the website for a more detailed description of the updated procedures. In addition, anyone may provide recommended changes to these instructions. Please send your suggested changes to dstaaf@labelingsustainability.com.

Fees

Labeling Sustainability does not charge a registration fee. However, there is a yearly fee of (\$ U.S.) \$500 for posting on the website and keeping the EPD current through its validity period of five (5) years for non-Labeling Sustainability customers. Labeling Sustainability customers do not pay a yearly fee for keeping their EPD valid for five (5) years. After five (5) years, the EPD is no longer eligible and must be redone.

References

The Construction Specification Institute and Construction Specifications Canada (2016). **MasterFormat Number & Titles**. <https://www.edmca.com/media/35207/masterformat-2016.pdf>. The Construction Specifications Institute and Construction Specifications Canada.

International Standards Organization. (2006). **Environmental labels and declarations-Type III environmental declarations- Principles and procedures**. Geneva. ISO

International Standards Organization. (2017). **Sustainability in buildings and civil engineering works — Core rules for environmental product declarations of construction products and services**. Geneva. ISO