



EU Ecolabel for cosmetic products and animal care products

Instructions for completing the Application Form for the EU Ecolabel for cosmetic products and animal care products

European Commission

EU Ecolabel for cosmetic products and
animal care products

Commission Decision 2021/1870/EU

Version 3: February 2024



INSTRUCTIONS FOR APPLICATION FORM

Commission Decision for the award of the EU Ecolabel for cosmetic products and animal care products
(2021/1870/EU)

| | |
|--|----|
| Excel Application Form..... | 2 |
| 1. Sheet "Confirmation" | 3 |
| 2. Sheet "Product formulation" | 5 |
| 3. Sheet "Ingoing substances" | 6 |
| 4. Sheet "Rinse-off - DID" | 9 |
| 5. Sheet "Leave-on - DID" | 11 |
| 6. Sheet "Results 1&2" | 13 |
| 7. Sheet "Results 3" | 13 |
| 8. Sheet "Results 5 – Rinse-off" | 14 |
| 9. Sheet "Results 5 – Leave-on" | 18 |
| 10. Sheet "Results 6" | 20 |
| 11. Declarations sheets | 21 |



INSTRUCTIONS FOR APPLICATION FORM

Commission Decision for the award of the EU Ecolabel for cosmetic products and animal care products
(2021/1870/EU)

Excel Application Form

Two Excel files are available to support the verification process of the EU Ecolabel for cosmetic products and animal care products:

- The Excel file **Application form for Cosmetic products** should be completed for the products covered in Annex I to Commission Decision 2021/1870.
- The Excel file **Application form for Animal care products** should be completed for the products covered in Annex II to Commission Decision 2021/1870.

The Commission Decision and the related EU Ecolabel criteria are available at:
<https://ec.europa.eu/environment/ecolabel/products-groups-and-criteria.html>

One Excel file shall be completed for each product formulation.



In the application form you will have to fill in the grey fields.



Please enter the numbers without units.



INSTRUCTIONS FOR APPLICATION FORM

Commission Decision for the award of the EU Ecolabel for cosmetic products and animal care products (2021/1870/EU)

1. Sheet “Confirmation”

The main information of the product and the applicant shall be included in this sheet.

| COMMISSION DECISION | | 2021/1870/EU | Template December 2021 |
|---------------------------------|----------------------------|-----------------------------|------------------------|
| Product name: | | | Date: |
| Annex: | Annex I: Cosmetic products | | Version: |
| Type of product: | | Description of the product: | |
| If Rinse-off: Product category: | | | |
| Applicant/Licence holder: | | | |
| Licence number: | | | |

1. Enter the **product name** and a short **description** of the product (type of product, intended use and types of consumers for which it is intended, etc.)
2. Select the **type of product** considering the following definitions: “Rinse off products” are those marketed as intended to be removed with water after use in normal conditions; and “Leave on products” are those marketed as not intended to be removed with water after use in normal conditions.
3. For cosmetic rinse-off products, specify the **product category** selecting it from the list:

| COMMISSION DECISION | | 2021/1870/EU | Template December 2021 |
|---------------------------------|--|--------------|------------------------|
| Product name: | | | |
| Annex: | Annex I: Cosmetic products | | |
| Type of product: | Rinse-off product | | |
| If Rinse-off: Product category: | | | |
| Applicant/Licence holder: | Shampoos, soaps, shower preparations and toothpaste (solid form) | | |
| Licence number: | Shaving solid soaps | | |
| | Liquid soaps and shower preparations | | |
| | Shampoos (liquid form) | | |
| | Feminine hygiene cosmetic products | | |
| | Hair conditioners | | |
| | Rinse-off hair styling and treatment products (hair dyes) | | |
| | Rinse-off skin care products (exfoliants) | | |
| Product name | | | |

Table 2 of the User Manual includes a list of the different categories and the products considered in each category.



This information is automatically copied to the other sheets of the Application Form

If the same product formulation is sold in different brands, all the product names must be specified. If the product is sold in more than one packaging, enter the number of package sizes for the product and the volume of the different sizes.



In the case of more than one packaging size, the applicant will have to copy the sheet “Results 5” (Rinse-off or Leave-on, depending on the product), paste it and fill it as many times as the number of available packaging sizes. The applicant will also have to submit as many declarations (for the packaging) as the number of available packaging sizes.



INSTRUCTIONS FOR APPLICATION FORM

Commission Decision for the award of the EU Ecolabel for cosmetic products and animal care products
(2021/1870/EU)

| Product name | Countries of availability | User or distributor (if deviates from licence holder) | Packaging size (L) | Manufacturer and place of manufacture (if deviates from licence holder) |
|--------------|---------------------------|---|--------------------|---|
| | | | | |
| | | | | |
| | | | | |
| | | | | |

Finally, select the statements of the sheet and introduce the signature electronically declaring that all the information provided in the Application Form is true.



INSTRUCTIONS FOR APPLICATION FORM

Commission Decision for the award of the EU Ecolabel for cosmetic products and animal care products (2021/1870/EU)

2. Sheet “Product formulation”

The **full formulation** of the product shall be entered in this excel sheet.

Fill in the information regarding the ingredients contained in the product formulation specifying their trade name (the same as the Safety Data Sheets - SDS - and the declaration), the manufacturer or supplier, the function, and the weight (%) in the formulation. The sum of all ingredients (including water) must be 100 (%). Specify the hazard statements of each ingredient (this information is included in the Chapter 2 of the SDS); if the ingredient is not classified, write NC.

| | Ingredient trade name | Manufacturer | Function (please select) | Weight in the formulation in mass- % (=g/100g product) | Supplier declaration added? | SDS added? | Hazard Statement |
|---|-----------------------|--------------|-----------------------------|---|-----------------------------------|------------|------------------|
| 1 | Water | | | 69,3 | | | |
| 2 | Ingredient 1 | SUP1 | Surfactant | 17 | Yes | Yes | H318 |
| 3 | Ingredient 2 | SUP2 | Other | 5 | Yes | Yes | NC |
| 4 | Ingredient 3 | SUP3 | Preservative | 1,5 | Yes | Yes | H412 |
| 5 | Ingredient 4 | SUP4 | Other | 7 | Yes | Yes | NC |
| 6 | Ingredient 5 | SUP5 | Fragrance | 0,2 | Yes | Yes | H315 |
| 7 | | | | | | | |
| 8 | | | | | | | |
| | Sum: | | | 100 | | | |

Must be 100



SDS and declarations by the manufacturer or supplier shall be included for each ingredient.

If alternative products (same ingredient with different trade name or different provider) are used for the same function, please specify in the name of the suppliers in the Column C.

3. Sheet “Ingoing substances”

The next step is to fill-in the sheet “**Ingoing Substances**” with the information on all ingoing substances, meaning all substances in the product. Commission Decision 2021/1870 specifies the threshold values applicable for each substance in Table 1 of Annex I and in Table 1 of Annex II. The name of the substance (INCI name) shall be included in Column B and shall be related with the ingredient in which the substance is included (select in the drop-down of Column C).

If the ingredient has more than one supplier, specify the proportion of each substance for one of the ingredients (the composition of the different ingredients shall be the same).

Specify in the respective columns the active content of the ingoing substance in the product (in %), the CAS number, the function of the substance (please, select from the list) and their hazard statement.

The weight of each substance in the formulation will be directly calculated from the weight of ingredients (sheet product formulation) and their active content. The sum of all ingredients (including water) must be 100 (%).

| | Ingoing substance | Contained in primary product | Active content in the product | CAS no. | Function | Weight in the formulation | Hazard Statement |
|------|-------------------|------------------------------|-------------------------------|-------------|-----------------|------------------------------|--|
| | | (please select) | (in %) | | (please select) | in mass- % (=g/100g product) | In case H/EUH-statement with possible restrictions are detected, font changed to red |
| 1 | Water | | | | | 70,898 | |
| 2 | Substance 1.1 | Ingredient 1 | 70 | | Surfactant | 11,900 | H318 H315 H412 |
| 3 | Substance 1.2 | Ingredient 1 | 30 | | Other | 5,100 | NC |
| 4 | Substance 2 | Ingredient 2 | 100 | | Other | 5,000 | H319 |
| 5 | Substance 3 | Ingredient 3 | 0,15 | | Preservative | 0,002 | H301 H311 H311 H400 H410 H314 H318 H317 |
| 6 | Substance 4 | Ingredient 4 | 100 | | Other | 7,000 | NC |
| 7 | Substance 5.1 | Ingredient 5 | 20 | | Fragrance | 0,040 | H318 |
| 8 | Substance 5.2 | Ingredient 5 | 20 | | Fragrance | 0,040 | H318 |
| 9 | Substance 5.3 | Ingredient 5 | 7 | | grance | 0,014 | NC |
| 10 | Substance 5.4 | Ingredient 5 | 3 | | grance | 0,006 | H412 |
| 11 | | | | Must be 100 | | 100,000 | |
| Sum: | | | | | | | |

If a hazard statement (the three-digit number) is recognized which is restricted according Criterion 4(a), the font colour changes to red (all hazard statements). Where a derogation exists or the concentration is below the limit of determination (as defined in the decision), they shall be selected accordingly in Column S.



The sentence “Zinc exemption (maximum 25%)” refers to criterion 4(a)iii.



INSTRUCTIONS FOR APPLICATION FORM

Commission Decision for the award of the EU Ecolabel for cosmetic products and animal care products
(2021/1870/EU)

| Weight in the formulation | Hazard Statement | If H-phrase restricted: exemption because | BCF / log Kow | Value of BCF / log Kow |
|---------------------------------|--|---|--|------------------------|
| in mass- % (=g/100g product) | In case H/EUH-statement with possible restrictions are detected, font changed to red | (please select) | Select for preservatives, colorants and UV filters | |
| 70,898 | | | | |
| 11,900 | H318 H315 H412 | Derogated substance | | |
| 5,100 | NC | Derogated substance | | |
| 5,000 | H319 | Below measurement threshold Zinc exemption (maximum 25%) | | |
| 0,002 | H301 H311 H311 H400 H410 H314 H318 H317 | Below measurement threshold | Log Kow | -0,71 |
| 7,000 | NC | | | |
| 0,040 | H318 | | | |
| 0,040 | H318 | | | |
| 0,014 | NC | | | |
| 0,006 | H412 | Below measurement threshold | | |

If the substance is a preservative, colorant or UV filter, Column T and U shall be completed in accordance with requirement 4(e), 4(f) and 4(g):

- If the substance is a preservative, please select "BCF" or "log Kow". If both BCF and log Kow values are available, the highest measured value shall be used. Enter the appropriate value for BCF or log Kow in Column U.
- If the substance is a colorant, one of the following options should be selected: "BCF", "log Kow" or "Approved for foodstaf". Enter the appropriate value for BCF or log Kow in Column U.
- Select "BCF", "log Kow" or "Lowest measured toxicity" for UV filters and enter the appropriate value for the selected justification.



Choose in Column V whether the substance is an organic substance (Yes) or not (No), otherwise the calculation is not possible.

Finally, select if the ingredient includes palm oil or palm kernel oil derivatives in Column W (Yes) or not (No). If one or more ingredient include palm oil or palm kernel oil, the Excel sheet **Results 6** shall be completed (**Results 5** if the Application form refers to animal care products).



For fragrances, it is possible to specify all ingoing substances either one by one, or grouping them according to their classification as "hazardous to the aquatic environment" (H410, H411, H412 or not classified (NC)), or as a unique ingoing substance.



INSTRUCTIONS FOR APPLICATION FORM

Commission Decision for the award of the EU Ecolabel for cosmetic products and animal care products
(2021/1870/EU)

| | Ingoing substance | Contained in primary product | Active content in the product | CAS no. | Function | Weight in the formulation | Hazard Statement |
|---|-------------------|------------------------------|-------------------------------|---------|-----------------|------------------------------|--|
| | | (please select) | (in %) | | (please select) | in mass- % (=g/100g product) | In case H/EUH-statement with possible restrictions are detected, font changed to red |
| 1 | Water | Water | 100 | | | 25 | |
| 2 | Substance 1.1 | Ingredient 1 | 40 | | Surfactant | 12,00 | |
| 3 | Substance 1.2 | Ingredient 1 | 60 | | Other | 18,00 | |
| 4 | Substance 2.1 | Ingredient 2 | 100 | | Other | 44,00 | |
| 5 | Substances NC | Perfume | 60 | | Fragrance | 0,60 | NC |
| 6 | Substances H412 | Perfume | 20 | | Fragrance | 0,20 | H412 |
| 7 | Substances H411 | Perfume | 15 | | Fragrance | 0,15 | H411 |
| 8 | Substances H410 | Perfume | 5 | | Fragrance | 0,05 | H410 |



If the product is classified as a rinse-off product please complete the Excel sheet “Rinse-off – DID”. If the product is classified as a leave-on product please complete the Excel sheet “Leave-on – DID”. Animal care products only have one Excel sheet referring to “Rinse-off – DID”.



INSTRUCTIONS FOR APPLICATION FORM

Commission Decision for the award of the EU Ecolabel for cosmetic products and animal care products
(2021/1870/EU)

4. Sheet “Rinse-off - DID”

First columns will be directly filled-in from previous sheets if they are fully completed.

1. Select the DID number associated with the substance (if it is available). Information about Degradation Factor (DF), Chronic Toxicity Factor (TF chronic) and biodegradability (aerobic and anaerobic) will be directly filled-in.



A new version of the DID list (2023) has been released in 2024. The **2023 DID List** shall be used for new applications or licenses, and a dedicated Application Form using the 2023 DID list has been created. For existing licences, already assessed under the DID list 2016, either the old Application Form (using the 2016 DID list) or the new one (using the 2023 DID list) can be used.



Please, complete Column E of the sheet “Rinse-off – DID”. The full content of the DID list part A can be consulted in the Sheet DID-list_Part A. This Sheet will be different in the two Application Forms available (one will refer to the 2016 DID list, the other one will refer to the 2023 DID list).



For fragrances:

- if you have specified all ingoing substances you shall introduce information about DF, TF and biodegradability for each substance.

- if you have grouped ingoing substances according to their classification as “hazardous to the aquatic environment”, in Column E select the generic DID number for perfumes (2549).

| | Ingoing substance | Contained in primary product (please select) | CAS no. | DID no. | Ingredient name |
|---|-------------------|---|---------|--------------|--------------------------------------|
| 1 | Water | Water | | | |
| 2 | Substance 1.1 | Ingredient 1 | | not included | |
| 3 | Substance 1.2 | Ingredient 1 | | not included | |
| 4 | Substance 2.1 | Ingredient 2 | | not included | |
| 5 | Substances NC | Perfume | | 2549 | Perfume, if not other specified (**) |
| 6 | Substances H412 | Perfume | | 2549 | Perfume, if not other specified (**) |
| 7 | Substances H411 | Perfume | | 2549 | Perfume, if not other specified (**) |
| 8 | Substances H410 | Perfume | | 2549 | Perfume, if not other specified (**) |

- if you have entered the fragrance as a unique ingoing substance, you can choose the generic DID number or introduce DF, TF and biodegradability data.

2. If a substance is not included in Part A of the DID list, select “not included” and calculate the DF and TF following the instructions described in the Part B of the DID list and fill in Columns H and I (that will appear in grey colour). This information will be used to evaluate and verify the Criterion 1.
3. Columns J and K shall be completed when the substance is not included in Part A of the DID list, selecting one of the available options of the drop-down:
 - Aerobic biodegradation: R: Readily biodegradable according to OECD guidelines; I: Inherently biodegradable according to OECD guidelines; P: Persistent. The ingredient



INSTRUCTIONS FOR APPLICATION FORM

Commission Decision for the award of the EU Ecolabel for cosmetic products and animal care products
(2021/1870/EU)

has failed the test for inherent biodegradability; O: The ingredient has not been tested;
NA: Not applicable.

- Anaerobic degradation: Y: Biodegradable under anaerobic conditions, N: Not biodegradable under anaerobic conditions, O: The ingredient has not been tested, NA: Not applicable
4. For organic substances which are not surfactants and whose anaerobic biodegradability has not been determined ("O"), Column P "Exemption for anNBO" shall be filled in:
- Select "No" if the substance does not comply any exemption.
 - Select exemption 1 (low adsorption), 2 (high desorption) or 3 (non-bioaccumulative) according to the specifications in the Commission Decision 2021/1870 (supporting evidences shall be presented).
 - Select Test present if the data of anaerobic biodegradability is available (supporting evidences shall be provided to the competent body).

5. Sheet “Leave-on - DID”



This sheet does not exist in the Application form for Animal care products.

First columns will be directly filled-in from previous sheets if they are fully completed.

1. Select the DID number associated with the substance (if it is available). Toxicity information (EC or LC50, NOEC or ECx) and aerobic biodegradability will be directly filled in.



*A new version of the DID list (2023) has been released in 2024. The **2023 DID List** shall be used for new applications or licenses, and a dedicated Application Form using the 2023 DID list has been created. For existing licences, already assessed under the DID list 2016, either the old Application Form (using the 2016 DID list) or the new one (using the 2023 DID list) can be used.*



Please, complete Column E of the sheet “Leave-on – DID”. The full content of the DID list part A can be consulted in the Sheet DID-list_Part A. This Sheet will be different in the two Application Forms available (one will refer to the 2016 DID list, the other one will refer to the 2023 DID list).



For fragrances:

- if you have specified all ingoing substances you shall introduce information about DF, TF and biodegradability for each substance.

- if you have grouped ingoing substances according to their hazard to the aquatic environment, in Column E select the generic DID number for perfumes (2549).

| | Ingoing substance | Contained in primary product (please select) | CAS no. | DID no. | Ingredient name |
|---|-------------------|---|---------|--------------|--------------------------------------|
| 1 | Water | Water | | | |
| 2 | Substance 1.1 | Ingredient 1 | | not included | |
| 3 | Substance 1.2 | Ingredient 1 | | not included | |
| 4 | Substance 2.1 | Ingredient 2 | | not included | |
| 5 | Substances NC | Perfume | | 2549 | Perfume, if not other specified (**) |
| 6 | Substances H412 | Perfume | | 2549 | Perfume, if not other specified (**) |
| 7 | Substances H411 | Perfume | | 2549 | Perfume, if not other specified (**) |
| 8 | Substances H410 | Perfume | | 2549 | Perfume, if not other specified (**) |

- if you have entered the fragrance as a unique ingoing substance, you can choose the generic DID number or introduce DF, TF and biodegradability data.

2. If a substance is not included in Part A of the DID-list, select “not included” and provide the toxicity information (Column H and/or Column I). If chronic values are available, they shall be used. If no chronic test results are available, the acute toxicity and safety factor must be used.
3. Column J shall be completed when the substance is not included in Part A of the DID list, selecting one of the available options of the drop-down: R: Readily biodegradable according to OECD guidelines; I: Inherently biodegradable according to OECD guidelines; P: Persistent. The



INSTRUCTIONS FOR APPLICATION FORM

Commission Decision for the award of the EU Ecolabel for cosmetic products and animal care products
(2021/1870/EU)

ingredient has failed the test for inherent biodegradability; O: The ingredient has not been tested; NA: Not applicable.



*If the substance **is not** readily biodegradable (R) or potentially biodegradable (I), please provide information about the bioaccumulation potential or the bioavailability of the substance.*

4. Select in the Column N if the substances is not bioaccumulable or not bioavailable.
5. If the substance is not considered bioaccumulable, complete the Columns O and P with the value of BCF or log Know.
6. If the substance is not bioavailable, complete Column Q and indicate its molecular weight.



INSTRUCTIONS FOR APPLICATION FORM

Commission Decision for the award of the EU Ecolabel for cosmetic products and animal care products
(2021/1870/EU)

6. Sheet “Results 1&2”

The sheet “Results 1&2” shows the compliance of the product with **the Criterion 1. Toxicity to aquatic organisms: Critical Dilution Volume**, and **Criterion 2. Biodegradability**. This sheet is directly completed from the information provided in the previous sheets.



No modifications have to be done in this Excel sheet.

7. Sheet “Results 3”



This sheet does not exist in the Application form for Animal care products.

The sheet “Results 3” shows the compliance of a leave-on product with the **Criterion 3. Aquatic toxicity and biodegradability**. This sheet is directly completed from the information provided in the previous sheets.



No modifications have to be done in this Excel sheet.



INSTRUCTIONS FOR APPLICATION FORM

Commission Decision for the award of the EU Ecolabel for cosmetic products and animal care products
(2021/1870/EU)

8. Sheet “Results 5 – Rinse-off”



This equals to sheet “Results 4” in the Application form for Animal care products.

This sheet includes the information to evaluate the criterion 5 on packaging. If the product is sold in different packagings, this sheet should be copied and completed for each packaging.

The sheet is divided into three different requirements: the Criterion 5(b) Packaging Impact Ratio, the Criterion 5(c) Information and design of primary packaging and the Criterion 5(d) Design for recycling of plastic packaging.

Results criterion 5(b) Packaging Impact Ratio (PIR)

First of all, indicate if the product includes (Yes) or not (No) a refilling option. If “Yes” indicate the number of foreseen refillings (r).

| | |
|---|--------------------------|
| The product includes a refilling option | <input type="checkbox"/> |
| The product is for domestic use and is sold with pump that can be opened without compromising the design, a refilling option is provided in the same or higher primary packaging capacity | <input type="checkbox"/> |
| Number of foreseen refillings (r) | <input type="text"/> |

Fill in the information of the primary packaging and the information of the refill packaging (if it is available) according to the following instructions:

1. Weight of the product in the packaging (D) in grams (if a refill is available, weight of the product in the parent pack)
2. Volume capacity of the parent pack (V) in ml
3. Indicate if the product is sold (Yes) or not sold (No) with secondary packaging
4. Amount of packs in secondary packaging.
5. Indicate the different parts of the primary packaging, their weight and the weight of non-renewable and non-recycled material. *For example, for a toothpaste tube shall be indicated the tube and the cap. If an aluminum stopper is included, that shall be also indicated.*
6. Indicate the different parts of the secondary packaging (if a secondary packaging is available).
7. The PIR values will be directly calculated, indicating the PIR limit and if the result complies (ok, $PIR < 0.20$) or does not comply (no ok, $PIR > 0.20$) with the criterion.

Example 1. A shampoo and a hair conditioner are sold together with a secondary packaging (the secondary packaging groups products that include several elements for their use). The packaging of both products is the same.

INSTRUCTIONS FOR APPLICATION FORM

Commission Decision for the award of the EU Ecolabel for cosmetic products and animal care products
(2021/1870/EU)

| Primary packaging | | |
|--|---|---|
| Weight of the product in the packaging (D) in grams | 1000 + 1000 | |
| Volume capacity of the parent pack (V) in ml | 1000 + 1000 | |
| The product is sold with secondary packaging | Yes | |
| Amount of packs in secondary packaging | 2 | |
| Part of the primary packaging | Weight of primary packaging part in g | Weight of non-renewable + non-recycled in g |
| Bottle | 49,1 x 2 | 49,1 x 2 |
| Cap | 5,3 x 2 | 5,3 x 2 |
| Label | 0,6 x 2 | 0,6 x 2 |
| | | |
| Sum: | 110 | 110 |
| Part of the secondary packaging | Weight of secondary packaging part in g | Weight of non-renewable + non-recycled in g |
| Plastic film | 10,8 | 10,8 |
| | | |
| | | |
| Sum: | 10,8 | 10,8 |
| Proportional weight of the secondary packaging: | 5,4 | 5,4 |
| Weight of packaging (W) in grams: | 115,4 | |
| Weight of non-renewable + non recycled (N) in grams: | 115,4 | |

Include the weight and volum of both products together

Include the weight of the different parts together or add the different parts of the products in the list

| | |
|----------------|--------------|
| PIR= | 0,115 |
| Limit: | 0,20 |
| Result: | Ok |

| Part of the primary packaging | Weight of primary packaging part in g | Weight of non-renewable + non-recycled in g |
|-------------------------------|---------------------------------------|---|
| Bottle shampoo | 49,1 | 49,1 |
| Cap shampoo | 5,3 | 5,3 |
| Label shampoo | 0,6 | 0,6 |
| Bottle hair conditioner | 49,1 | 49,1 |
| Cap hair conditioner | 5,3 | 5,3 |
| Label hair conditioner | 0,6 | 0,6 |

Example 2. A product is sold with pump and a refill option is available:

- Primary packaging: 1L
- Refill packaging: 5L



INSTRUCTIONS FOR APPLICATION FORM

Commission Decision for the award of the EU Ecolabel for cosmetic products and animal care products
(2021/1870/EU)

| | | | |
|--|-----|---|--|
| The product includes a refilling option | Yes | | Specify the number of foreseen refillings |
| Number of foreseen refillings (r) | 5 | 5 | |
| Number of refills requires to meet the total refillable quantity (F) | | 1 | |

| Primary packaging | | | Refill packaging | | |
|--|---------------------------------------|---|--|---------------------------------------|---|
| Weight of the product in the packaging (D) in grams | 1000 | | Weight of the product in the packaging (Drefill) in grams | 5000 | |
| Volume capacity of the parent pack (V) in ml | 1000 | | Volume capacity of the parent pack (V) in ml | 5000 | |
| The product is sold with secondary packaging | No | | The product is sold with secondary packaging | No | |
| Amount of packs in secondary packaging | | | Amount of packs in secondary packaging | | |
| Part of the primary packaging | Weight of primary packaging part in g | Weight of non-renewable + non-recycled in g | Part of the primary packaging | Weight of primary packaging part in g | Weight of non-renewable + non-recycled in g |
| Bottle | 49,1 | 49,1 | Bottle | 260 | 260 |
| Cap | 27,1 | 27,1 | Cap | 7,3 | 7,3 |
| Label | 0,6 | 0,6 | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| Sum: | 76,8 | 76,8 | Sum: | 267,3 | 267,3 |
| Weight of packaging (W) in grams: | 76,8 | | Weight of packaging (Wrefill) in grams: | 267,3 | |
| Weight of non-renewable + non recycled (N) in grams: | 76,8 | | Weight of non-renewable + non recycled (Nrefill) in grams: | 267,3 | |

| | |
|---------|--------|
| PIR= | 0,1147 |
| Limit: | 0,20 |
| Result: | Ok |

Example 3. A product is sold with a plastic packaging made of 20% of recycled material.

| Primary packaging | | |
|--|---------------------------------------|---|
| Weight of the product in the packaging (D) in grams | 300 | |
| Volume capacity of the parent pack (V) in ml | 300 | |
| The product is sold with secondary packaging | No | |
| Amount of packs in secondary packaging | | |
| Part of the primary packaging | Weight of primary packaging part in g | Weight of non-renewable + non-recycled in g |
| Bottle | 25,4 | 20,32 |
| Cap | 5,3 | 5,3 |
| Label | 0,6 | 0,6 |
| | | |
| | | |
| Sum: | 31,3 | 26,22 |
| Weight of packaging (W) in grams: | 31,3 | |
| Weight of non-renewable + non recycled (N) in grams: | 26,22 | |

| | |
|---------|-------|
| PIR= | 0,192 |
| Limit: | 0,20 |
| Result: | Ok |

The product includes 20% of recycled material:
 $25,4 \text{ g} \times 20\% = 5,08 \text{ g}$ of material from recycled material.
 $25,4 \text{ g} - 5,08 \text{ g} = 20,32 \text{ g}$ of material non recycled.

Results criterion 5(c) Information and design of primary packaging

“Primary packaging and product (m1) in grams” and “Primary packaging emptied and cleaned (m3) in grams” will be directly completed from previously indicated values.



INSTRUCTIONS FOR APPLICATION FORM

Commission Decision for the award of the EU Ecolabel for cosmetic products and animal care products
(2021/1870/EU)

Indicate “primary packaging and product residue in normal conditions of use (m2)”, and R value (residual amount) will be directly calculated. If R comply with the criteria the result will be ok, it not the result will be no ok.



Find in the User Manual the normal conditions of emptying some examples of packaging.

Results Criterion 5(d) Design for recycling of plastic packaging

Select the materials for the different components of the packaging: container, label or sleeve, adhesive (if applies), closure and barrier coating (if applies).



INSTRUCTIONS FOR APPLICATION FORM

Commission Decision for the award of the EU Ecolabel for cosmetic products and animal care products
(2021/1870/EU)

9. Sheet “Results 5 – Leave-on”



This sheet does not exist in the Application form for Animal care products.

This sheet includes the information to evaluate the criterion 5 on packaging. If the product is sold in different packagings, this sheet should be copied and completed for each packaging.

The sheet is divided into three different requirements: the Criterion 5(b) Packaging Impact Ratio, the Criterion 5(c) Information and design of primary packaging and the Criterion 5(d) Design for recycling of plastic packaging.

Results criterion 5(b) Packaging Impact Ratio (PIR)

First of all, indicate if the product includes (Yes) or not (No) a refilling option. If “Yes” indicate the number of foreseen refillings (r).

| | |
|---|----------------------|
| The product includes a refilling option | <input type="text"/> |
| Number of foreseen refillings (r) | <input type="text"/> |
| Number of refills requires to meet the total refillable quantity (F), rounded up to the next whole number | #DIV/0! |
| Product is packed in metal aerosol containers | <input type="text"/> |

Fill in the information of the primary packaging and the information of the refill packaging (if it is available) according to the following instructions:

8. Weight of the product in the packaging (D) in grams (if a refill is available, weight of the product in the parent pack)
9. Volume capacity of the parent pack (V) in ml
10. Indicate if the product is sold (Yes) or not sold (No) with secondary packaging
11. Amount of packs in secondary packaging.
12. Indicate the different parts of the primary packaging, their weight and the weight of non-renewable and non-recycled material. *For example, for a toothpaste tube shall be indicated the tube and the cap. If an aluminum stopper is included, that shall be also indicated.*
13. Indicate the different parts of the secondary packaging (if a secondary packaging is available).
14. The PIR values will be directly calculated, indicating the PIR limit and if the result complies (ok, $PIR < 0.20$) or does not comply (no ok, $PIR > 0.20$) with the criterion.



If the product is a decorative cosmetic please complete the information from Row 41 to 52.

For decorative cosmetics indicate the different parts of the primary packaging, their weight and the weight of non-renewable and non-recycled material.



INSTRUCTIONS FOR APPLICATION FORM

Commission Decision for the award of the EU Ecolabel for cosmetic products and animal care products
(2021/1870/EU)

Results criterion 5(c) Information and design of primary packaging

“Primary packaging and product (m1) in grams” and “Primary packaging emptied and cleaned (m3) in grams” will be directly completed from previously indicated values.

Indicate “primary packaging and product residue in normal conditions of use (m2)”, and R value (residual amount) will be directly calculated. If R comply with the criteria the result will be ok, if not the result will be no ok.



Find in the User Manual the normal conditions of emptying some examples of packaging.

Results Criterion 5(d) Design for recycling of plastic packaging

Select the materials for the different components of the packaging: container, label or sleeve, adhesive (if applies), closure and barrier coating (if applies).

10. Sheet “Results 6”



This equals to sheet “Results 5” in the Application form for Animal care products.

This sheet includes information to evaluate the Criterion on Sustainable sourcing of palm oil, palm kernel oil and their derivatives.

Column F and Column G will appear in grey for the ingoing substances that have been indicated that contain palm or palm kernel oil in the “ingoing substances sheet

1. In Column F select if substance contains palm oil, palm kernel oil or a derivate of them.

| Ingredient trade name | Manufacturer | Ingoing substance | Weight in the formulation in mass- % (=g/100g product) | Renewable ingredient | Verification | | RSPO number |
|-----------------------|--------------|-------------------|---|--------------------------------------|-----------------|---|-------------|
| | | | | (please select) | (please select) | Palm oil or palm kernel oil mass balance certified is only accepted before 2025 | |
| Water | | | | | | | |
| | | | | Palm oil | | | |
| | | | | Palm kernel oil | | | |
| | | | | Palm oil or palm kernel oil derivate | | | |
| | | | | | | | |

2. In Column G select the corresponding supply chain model (identity preserved, segregated or mass balance) for the uptake of the certified palm oil and palm kernel oil products.



For palm oil and palm kernel oils ingredients, mass balance certification will be only accepted until 1st January 2025.

| Ingoing substance | Weight in the formulation | Renewable ingredient | Verification | | Proportion of palm/ palm kernel oil in the ingredient | RSPO number |
|-------------------|------------------------------|----------------------|--------------------|---|---|-------------|
| | in mass- % (=g/100g product) | (please select) | (please select) | Palm oil or palm kernel oil mass balance certified is only accepted before 2025 | (in %) | |
| 1 Water | | | | | | |
| 2 Substance 1.1 | | Palm oil | Identity preserved | | | |
| 3 Substance 1.2 | | Palm kernel oil | Mass balance | Certified before 2025 | | |
| 4 Substance 2.1 | | Palm kernel oil | | | | |
| 5 | | | Identity preserved | | | |
| 6 | | | Segregated | | | |
| 7 | | | Mass balance | | | |

3. In Column I indicate the RSPO number.



INSTRUCTIONS FOR APPLICATION FORM

Commission Decision for the award of the EU Ecolabel for cosmetic products and animal care products
(2021/1870/EU)

11. Declarations sheets

The Excel file Application form for Cosmetic products includes two declarations sheets: please fill in the “Declaration – Rinse-off products” if the product is classified as a rinse-off product. If the product is a leave-on product, you should complete the “Declaration – Leave-on products”.

The Excel file Application form for Animal care products only includes one declaration sheet (for rinse-off products).

The following considerations shall be taken into account to complete the Declarations sheets:

- The threshold values of the different criteria will be automatically filled-in in the yellow cells considering the information provided in the Excel. If the value is not automatically calculated, please, check that all the information has been correctly completed.
- The cells marked in grey can be filled by the applicant when needed.
- Select the statements of the Column D considering the characteristics of the product.
- If supporting evidence is required, you shall select in the Column D when the documentation is provided.
- When all the requirements are met, the Column S will change automatically to Compliant.

