



ECO & ECO BIO (Organic) DETERGENTS CERTIFICATION RULE

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1. FOREWORD

Ethical and Environmental Certification Institute, hereinafter referred to as **ICEA**, is the nonprofit Consortium constituted between associations and organizations operating in the field of activities connected with environment-friendly, fair and long-lasting development, pursuant to article 2612 and following ones of the Civil Code.

The Consortium was founded by AIAB (Italian Association for Organic Farming), Banca Etica (Ethical Bank), Demeter (Association for the protection of bio-dynamic quality in Italy), ANAB (National Association for Bio-ecological Architecture) and ACU (Consumers' Association), with a view to offering a certification service based on the principles of independence, transparency, objectivity, impartiality and competence, capable of building up suppliers' and consumers' confidence in the certified products, through verification of product conformity to voluntary or binding regulations.

The Consortium's registered office is in Bologna (Italy), Via Giovanni Brugnoli, 15. ICEA obtains financial support from proceeds resulting from certification and training activities.

ICEA is entitled to open offices, branch-offices and agencies in Italy and abroad.

ICEA authorizes all operators, who observe the certification scheme governed by this Regulation, to affix to products the conformity label and the certification mark provided by relevant regulations and/or standards.

a) ICEA guarantees Applicants admission to the certification schemes governed by this Regulation, without any discriminations of any sort. In particular :

- no undue conditions of economic or other nature are applied;
- access to evaluation and certification is not conditioned by the size of the unit or by membership of particular associations or groups.

b) ICEA undertakes to apply current procedures and expenditure accounts based on its own national List of Fees in force, guaranteeing uniformity of application.

c) The request for inspection and certification does not entail for the concerned Organization any obligation to utilize other ICEA's services not contemplated in this Regulation.

2. DEFINITIONS

Product: the result of a process.

Process: the total of correlated or interacting activities which transform inputs into outputs

Product Specification: a document which establishes the requisites of a product. (Hereafter it is called Standard).

Regulatory Body: a public or private body which draws up and publishes the regulations governing product standards.

Organization: a body, unit, organism, enterprise or parts thereof, with share capital or not, public or private, with its own functions and administration, which concurs in the formation, marketing and supply of the product. **Applicant:** an organization requesting certification. In case the certification concerns a chain of products, the Applicant is also the coordinator of the chain.

Licensed Operator: an organization to which ICEA issued the conformity certification and which is, consequently, authorized to use conformity label and certification mark.

Operator: An organization which has requested or obtained the certification.

Detergent: Product for cleaning and hygiene of houses and domestic rooms (food courts, communities, offices, hotels, agritourisms and any closed site destined to the presence and permanence of human activities) and other products listed in the "Field of Application" of the ICEA Standard DTR 07 obtained in conformity with the current regulation.

3. REFERENCES

- ICEA Operational Manual
- UNI CEI EN 45011 (hereinafter EN 17065)
- Law ISO 19011
- Eco Detergents and Eco Organic Detergents Standard

The above mentioned references are those in force at the time of carrying out the certification process.

4. GENERAL CONDITIONS

4.1 This regulation outlines the procedures followed by ICEA to check and certify the conformity of detergent products obtained according to the Eco Detergents and Eco Organic Detergents .

4.2 The product denominated as Eco Detergent is obtained:

- with the use of substances from natural origin (as possible) and characterized by its good performance of aquatic toxicity and eco and skin compatibility;
- without the use of genetically modified organisms;
- without the use of ionizing radiations;

The product denominated as Eco Organic in addition to the above mentioned requirements is obtained with the use of materials obtained by using organic production or spontaneous collection certified pursuant to Regulation EC 834/07 (or other international standards: example NOP, JAS, COR, etc.).

The product that is conform to the standard The Greenway to Life will exhibit the signs and the wordings provided by the related Standard on the basis of the requirements met and the level of performance achieved.

4.3 The purpose of ICEA's inspection and certification activity is to give, through initial assessment and subsequent surveillance, an independent, trustworthy assurance that such products comply with the relevant ICEA Standard.

4.4 The certification system is based on auditing and approving the production process management system set up by the applicant operator in order to obtain products, and also on the execution of type tests (where required by the Standard), followed by continuing surveillance through periodical verification of the conformity of processes and quality system management, and through the testing of samples taken both from the market and from production and/or processing sites.

In particular, the quality system established by the organization shall take into consideration the management and application of the following requisites:

- traceability and possibility to recall the product in case of serious non-conformities;
- identification and separation of certified product from non-certified product;
- management of customers' complaints;
- management of quality records

4.5 Application for certification can be forwarded by any Organization whose activity falls within the scopes of production, distribution under mark and importation of such products. The certification is normally granted



to the responsible of the product marketing and/or proprietor of the trademark that individualize the product.

4.6 In order to obtain certification, the Applicant Organization shall demonstrate that it complies with the Standard and current legislation applicable to the concerned type of products. ICEA conformity certification authorizes the Applicant Organization to affix the conformity indications and certification mark specified in this Regulation to product labels and/or any other promotional and advertising material.

The certification marks “Eco Detergents” and “Eco Organic Detergents” are property of the Ethical and Environmental Certification Institute (ICEA) and shall be used in conformity with the provisions laid down in this Regulation.

4.7 If certification projects involve more than one applicant under the responsibility of only one organization, the applications shall be directly submitted by this responsible organization. In this case, the responsible Organization shall have legal status and shall:

- a) have entered into precise written agreements with the other Organizations involved in the certification project for the implementation of the provisions laid down in the relevant Standard and in this regulation;
- b) have defined criteria for involved Organizations’ admission to, participation in and renunciation of the certification project;
- c) have established procedures for informing each sub-licensee about reference standards, regulations, certification procedures and subsequent revisions, and also about the rights and duties connected to the organic production scheme;
- d) formally assume (through a Statement) the responsibility for the conformity of all Organizations interested in the project, and allow ICEA’s and accredited bodies’ personnel access to Organizations’ premises and production sites and to all records, including fiscal ones, concerning the certified product at any stage of the production chain.

4.8 ICEA does not supply Organizations with any sort of advisory service as for example ways to overcome eventual non conformities that prevents obtaining certification or promotional and direct information aimed at marketing specific products of certified organizations.

4.9 On the Italian territory, ICEA carries out its activity with Italian staff and documents in the Italian language. For inspection and certification activities abroad, ICEA undertakes to use, when necessary, the English language or a language known by the local populations, reserving the possibility to utilize translators and interpreters appreciated for their ability and accepted also by the operator under the inspection scheme. The same principle is adopted when drawing up and distributing documents which are necessary for requesting, obtaining and maintaining the certification (standards, regulations, registration forms, etc.) Certification documents are generally issued in Italian and English. When the product is intended for countries where the English language is not widely known, ICEA undertakes to use the local language or another language known by the population.

4.10 In order to facilitate access to information for all persons interested in this certification scheme, ICEA undertakes to make all non-classified documents and materials available, either on request or on the site www.icea.bio. Moreover, in order to make the system more transparent, ICEA reserves the possibility to make public, through the internet or other media, any non-classified information relating to its own activity,

and in particular the List of Licensed Operators, the List of Inspection and Certification Fees, the penalties imposed and the results of type tests.

4.11 The application of this Regulation is constantly monitored by the Impartiality Protection Committee (CSI), which is an organ, appointed by ICEA Management Board (CDA), that guarantees impartial and correct execution of certification activities and that ensures fair representation of all parties involved in certification. CSI membership includes the delegates designated by the parties involved in the certification of such type of products and processes.

5. CONDITIONS FOR OBTAINING AND MAINTAINING THE CERTIFICATION

5.1 In order to obtain and maintain the certification, the Applicant Organization shall observe the provisions of this Regulation and:

- a) implement and maintain a documented management system demonstrating compliance with product and/or process requirements laid down in the reference Standard;
- b) identify and monitor the specified requirements, including the ones legally binding and regulating;
- c) have completed the document assessment stage and any necessary type tests with satisfactory results;
- d) take all measures which may be needed for correct assessment, as required by this Regulation;
- e) maintain, throughout certification validity, the conditions that permitted such certification to be granted;
- f) downgrade or recall the product from the market, as needed, as soon as it learns of any irregularities which invalidate the conformity of the product, and promptly inform ICEA accordingly;
- g) promptly inform ICEA of any change in the Organization;
- h) in case ICEA ascertains any Non Conformities (NC), propose Corrective Actions (AC) by filling out and signing the appropriate forms, one copy of which shall be sent, via fax, to ICEA within 10 calendar days from the date of notification;
- i) satisfy all ICEA's requests for corrective actions within the agreed deadline;
- j) to respect all the terms of the hereby contract;
- k) pay to ICEA the fees due for inspection and certification activity, no matter what the outcome is;

Any inspection visits not included in the surveillance plan, which should be necessary as a consequence of non conformities found, will be charged to the Applicant Organization according to the List of Fees in force at the moment such visits are carried out.

- l) pay the annual flat rate for maintaining the certification also in case of suspension;
- m) retain, throughout certification validity, a record of all complaints received and the documents pertaining to the relevant corrective actions implemented;

The Applicant Organization is required to take into consideration also any complaints received by other subjects involved in the certification project, for which the Organization assumes responsibility as far as product conformity is concerned.

- n) inform ICEA of the Organization's involvement in cases of judicial proceedings for infringement of laws on product responsibility or related to the certification obtained.
- o) accept that ICEA exchange information and documents with other certification bodies concerning problems related to the control and certification and eventual sanctions.
- p) allow the staff appointed by ICEA, or by accreditation bodies, access to all premises, documentation, records, areas considered necessary to do a proper inspection;
- q) Inform ICEA of the geographical location since, in case it makes certification technically impossible or risky for those involved, certification may not be granted.

5.2 Certified Organizations shall keep the records related to the product, which shall be made available to ICEA's personnel.



5.3 The above mentioned records shall be regularly updated. They may be kept in electronic format.

It is necessary to save this documentation with high levels of security.

ICEA reserves the possibility to ask for a copy of such records.

The records concerning productions subject to conformity certification shall be clearly distinguishable from those concerning products which are not subject to certification.

5.4 ICEA's Control Technicians shall also be allowed to access all the accounting, fiscal and financial documentation which may be needed in order to cross-check mandatory records with a view to verifying correct and systematic obligatory keeping.

5.5 If the above mentioned conditions are not fulfilled, ICEA will take the necessary measures proportioned to the frequency and severity of infringements, to the extent of certification suspension and withdrawal.

6. APPLICATION FOR CERTIFICATION

6.1 To start the certification process, the Applicant Organization shall forward to ICEA the appropriate APPLICATION FOR ECO DETERGENTS AND ECO ORGANIC DETERGENTS CERTIFICATION (Form M.RCDP 01) duly filled in.

The application shall contain, in particular, the following elements:

- Applicant Organization's business name and registered address;
- Type of activity (production, manufacturing, outsourcing and distribution) and category of product for which the certification is requested.
- Other certifications obtained by the applicant organization, eventual denied certifications in addition to other eventual important non conformities and/or sanctions detected by involved control and certification bodies.

6.2 By signing the Form M.RCDP 01 the Applicant Organization accepts the contractual conditions given by ICEA (described in the application form) and undertakes complying the Regulation in its entirety. The application for certification shall be accompanied by the following documents:

1. copy of receipt for payment of the fixed fee due to the Inspection System according to ICEA List of Fees.
2. Applicant Organization's Chamber of Commerce Registration Certificate.
3. ICEA LIST OF FEES FOR ECO DETERGENTS AND ECO ORGANIC DETERGENTS CERTIFICATION (M.RCDP 03) signed on the original for acceptance.

Afterwards, but before the pre-certification visit is carried out, the applicant organization must forward ICEA the following documents:

1. INFORMATIVE QUESTIONNAIRE FOR ECO DETERGENTS AND ECO ORGANIC DETERGENTS CERTIFICATION (M.RCDP 02) with the description of the production process and involved production units, products composition and the identification of the raw materials certified organic.

2. Facsimile of label on the package.

ICEA will assess the compliance of the label with the relevant Standard and the correctness of the conformity indications, LOGO, description and other functional statements indicated on the label and presentation of the product.

3. Organization Chart signed by the responsible of the production
4. Quality Plan of products to be certified, indicating measures implemented for monitoring and governing critical points.

5. CDVtox calculation (as provided by the Standard) performance tests and other tests and documents



that attests the statements claimed on the product

6. names of qualified organic providers and the certifications attesting the conformity of organic ingredients:
7. when the applicant organization uses a third-party processing company, must be sent a copy of the contract signed with the Processor, whereby the Processor
 - a) undertakes to perform contract operations in compliance with this Regulation and all the relevant regulations and/or standards.
 - b) undertakes to give advance notice of date and time when processing begins.
 - c) undertakes to allow ICEA appointed staff free access to relevant processing unit and documentation.
 - d) indicates the Processor's broad qualitative/quantitative Annual Production Plan.

And the applicant organization undertakes:

- a) *to inform the Processor of any changes and/or reviews about Regulation and/or standard.*

7. PRE-CERTIFICATION INSPECTION VISIT

7.1 If the Applicant Organization considers it advisable, it may ask ICEA to carry out a precertification inspection visit. The request shall be made when filling in the Application for Certification.

The purpose of the pre-certification inspection visit is to

- determine the Applicant Organization's size, structure and activity;
- determine to what extent the Applicant Organization is prepared to face the certification process and guarantee compliance with the ICEA Standard and with this Regulation.

7.2 The pre-certification visit is optional and can be requested only once. The relevant time and costs will be established on the basis of the Applicant Organization's type and size.

The date and schedule for the pre-certification visit will be jointly fixed by ICEA and the Applicant Organization.

8. ASSESSMENT

Assessment is performed by ICEA with the purpose of verifying the conformity of Applicant Organization's product and/or process to the requirements laid down in the relevant Standard.

It includes:

1. evaluation of documents;
2. inspection visit to the structure of the Applicant Organization (and of any other Organizations involved in certification);
3. type tests (when required by ICEA Regulations)

The assessment phase starts only after the Applicant Organization has submitted the documents mentioned in chapter 6.

Non-conformities are distinguished in MARGINAL NON-CONFORMITY, IMPORTANT NON-CONFORMITY (Minor), ESSENTIAL NON CONFORMITY (Major).

The measures are applied proportionally to the importance, to the nature and to the circumstances that determinate to the occurrence of non-compliance and to their non-resolution.

Marginal Non-Conformity

Marginal Non-Conformity is a small violation that does not compromise the conformity of the production process and/or the self-control system on the production method or of the management of the company documentation and it is characterized by not having prolonged effects over time and not to determine substantial changes in the company "status" and/or compliance of the products and/or reliability of the customer.

Marginal Non-Conformities do not imply the application of a provision(action) but in case of reiteration in the

subsequent inspection, they will be considered as important non-conformities.

Important Non-Conformity (Minor)

The Important Non-Conformity (Minor) is configured as a violation that compromises the conformity of the products but not the conformity of the production process and/or the self-control system on the production method or the management of the company documentation and is characterized not to have prolonged effects over time and not to determine substantial changes in the company "status".

In case of non-resolution of the Important Non-Conformities, the Suppression of the eco-biological indications is applied.

Essentials Non-Conformity (Major)

Essential Non-Conformity (Major) is a significant violation that compromises the conformity of the production process and / or the self-control system on the production method or the management of company documentation or compliance with contractual obligations assumed towards ICEA and is characterized by having prolonged effects such as to determine substantial changes in the company "status" and / or compliance of the products and / or reliability of the customer.

Essentials Non-Conformities that are not resolved involve the application of Suspension of certification or Revocation of certification.

ICEA classifies some observations (O) as recommendations that are to be considered as suggestions for improvement that the requesting organization must take into consideration.

When the documentation submitted by the applicant Organization is complete, ICEA will make arrangements with the same for carrying out the necessary investigations in order to obtain the certification.

8.1 Evaluation of documents

- Documents are evaluated by a qualified staff appointed by the Voluntary Certification Manager (RCV), by filling the form DOCUMENT EVALUATION CHECK LIST (M.RDP 04) within 30 working days from receipt of document.

The appointed technician shall evaluate all the documents submitted by the Applicant Organization with a view to verifying their compliance with the relevant Standard, shall draw up a Document Evaluation Report and shall send it to the Applicant Organization.

ICEA reserves the possibility to ask for further information which may be useful for the purpose of evaluation. In this case, as in any other case where documents are incomplete, the 30 days' term for the fulfilment of verification starts again from the date of receipt of the new documents.

- When the assessment of Applicant Organization's documentation is completed, a judgment is issued, as follows:

- a) **Approved:** if no NCs have been found;
- b) **Approved on condition:** where ICEA's overall evaluation of detected NCs does not prejudice the following evaluation phases (elimination of NCs can be directly demonstrated on occasion of the first inspection visit);
- c) **Non Approved:** where ICEA's overall evaluation of detected NCs prejudices the following evaluation phases. In this case, the evaluation process is suspended until NCs are eliminated.

- If the operator does not eliminate the NCs detected and does not update the documentation within 60 working days, the application will become null and void. A new application may be presented against a new payment of the fees due to ICEA.

- In the cases a) and b), a qualified Control Technician will be entrusted with the execution of the first inspection visit.

8.2 First Inspection Visits

8.2.1 The purpose of first inspection visits is to verify the conformity of the Applicant Organization, and of any other subject participating in the project, to the requirements laid down in the relevant Standard.

In case the Organization has several production units, the number of sites subjected to inspection will be determined on the basis of a significant Risk Analysis and it will be equivalent, at least, to the square root of all the concerned production units.

In the case of production units considered critical to the scope of the Standard conformity in the opinion of the ICEA Certification Responsible, the inspections will be carried out systematically.

In case the operator, in a start-up or surveillance phase, put a request for formulations identical to other products already approved and falling under the Certificate of Conformity of the manufacturer, the last audit, already carried out at the manufacturer premise, will be consider the valid one.

8.2.2 The first inspection, which shall be carried out within 30 working days from the conclusion with positive results of document evaluation, includes:

- an initial meeting with the Applicant Organization's Managers (or a Representative appointed by the Managers) and with other concerned persons included in the Organization Chart. The purpose of the initial meeting is to introduce ICEA Evaluator, or Evaluating Team, illustrate the inspection schedule and confirm that all ICEA evaluators are bound by a confidentiality agreement.
- accurate verification of compliance of all products to be certified with the provisions of the relevant Standard and verification of correctness and reliability of statements written on the label and in the presentation of the product;
- audit of production process management, analysis and control of points which are critical as concerns product conformity and application of Applicant Organization's control plan;
- verification of Quality Plan implementation and effectiveness; verification of relevant records;
- a final meeting where the Applicant Organization's Managers will be informed of the result of the inspection visit.

During the final meeting, ICEA Responsible Evaluator or the responsible of the Evaluation Group shall:

- a) illustrate the contents of the INSPECTION REPORT (M.RCDP 06), write down any remarks made by the controlled Organization and ask it to countersign the Report for acceptance. One copy of the report is given to the Applicant Organization
- b) illustrate the remarks written down in NON CONFORMITY REPORT form, and ask the Organization to sign this form for acceptance;

8.2.3 One copy of the INSPECTION REPORT written by the technician is given to the Organization.

One copy of NON CONFORMITY REPORTS shall be given to the Organization that shall return them (also via fax) to ICEA within 10 calendar days from the date of the visit, complete with Corrective Actions (AC) and/or Non Conformity Treatments (TNC), implementation times and names of persons responsible for implementation.

The TNCs and the ACs proposed by the operator are verified by the TCS within 20 working days from receipt. In case of serious NC the review of the ACs will be carried out within 5 working days.

In case such TNCs and ACs are not considered sufficient or valid, the TCS shall inform the operator in writing, giving reasons.

8.2.4 In case of serious Non-Conformities, ICEA may arrange special inspection visits with a view to evaluating the effective implementation of approved treatments and/or Preventive Actions.

If irregularities concern documentation, it will be sufficient to complete such documentation and send it to ICEA within the deadline

8.3 Type Tests



8.3.1 To complete evaluation, the Organization shall supply three samples of each product for which certification is requested.

ICEA reserves the possibility to subject the products to type tests (analyses) and to any other tests as may be needed in order to verify their conformity to the related Standard and to the general reference regulations.

8.3.2 The tests shall be carried out by test laboratories accredited, within the European certification system, in accordance with international rules governing test laboratory accreditation. The costs incurred shall be borne by the Applicant Organization.

In case it is difficult to find accredited laboratories for the execution of certain tests, such tests will be carried out by other laboratories, Applicant Organization's laboratory included, subject to ICEA's previous evaluation of their competence and reliability.

ICEA shall give the Applicant Organization advance notice of the type of tests to be carried out.

When evaluating whether tests are needed, also tests reports produced by the Organization will be taken into account, if they are significant and carried out by test laboratories accredited in accordance with the above mentioned criteria.

8.3.3 In case the tests show that the product does not comply with reference Standard, general regulations and indications shown on the label and in product presentation, the assessment will be suspended until the Applicant Organization, within the agreed deadline which may not exceed 60 working days, restores the conformity of the product and asks ICEA to subject the product to new type tests.

The samples for type tests may be taken on occasion of the First Inspection Visit.

9. DELIBERATION

9.1 The certification file will be submitted to Certification Committee (CCert), appointed by ICEA CDA for evaluation only when the Applicant Organization has eliminated any existing NCs and/or has clearly and credibly committed itself to reaching full conformity within a deadline established and considered acceptable by the Committee. On completion of the evaluation, the Committee will decide whether to grant or deny the Conformity Certificate.

ICEA undertakes to submit the certification file to the Certification Committee, or to the delegated Committee, for evaluation, within 30 working days from the date of elimination of the non conformities found during the previous evaluation phases (documents, first inspection visit and type tests). On completion of the evaluation, the Committee will decide whether to grant or deny the Conformity Certificate.

9.2 In case a negative resolution is passed and the certificate is not granted, the Applicant Organization will be informed in writing of the decision and of the reasons for the decision.

9.3 If, within sixty working days, the Applicant Organization does not implement the necessary corrective actions, the application for certification will officially become null and void. A new application may be presented against a new payment of the fees due to ICEA.

10. ISSUANCE OF CONFORMITY CERTIFICATE

Following Committee's positive opinion and resolution to grant certification, ICEA (within 15 working days) will issue the CONFORMITY CERTIFICATE (M.RCDP 05) showing the following details:

- Certificate registration number;
- Name and/or business name of the Organization holding the certification;
- Code of Operator;
- Date of issuance (beginning of validity period);
- Validity end date;
- Name of products subject to certification;
- Revision status of document
- ICEA Standards, conformity to which was granted.



The Conformity Certificate will be signed by ICEA President or his delegate.

On the Organization's specific request, ICEA may issue certification documents attesting the conformity of specific production lots or batches, reserving the possibility to request additional checks or analyses. All costs incurred, including secretarial fees, will be borne by the Organization.

In any case, such documents will be issued only after the Organization has obtained the Conformity Certificate.

10.1 Use, validity and renewal of Conformity Certificate

- a) The validity of the Conformity Certificate is subject to the observance of the reference Standard and of this Regulation for Certification.
- b) During the validity period, surveillance visits will be carried out in order to verify continuing compliance with requirements.
- c) The term of the Unit Conformity Certificate is three (3) years. On expiry, the Committee reassesses the Organization in its entirety and decides whether or not to renew the Certification. The new assessment will be based on all the information gathered in the course of inspections during the preceding two years. Once the Organization has received the certificate, has the duty to provide, if requested, all the documentation concerning their own certification.

Once the Organization has received the certificate, it is entitled to:

- publicize the certification obtained;
- make the Conformity Certificate public;
- affix the conformity label and Logo specified in this Regulation to the label of certified products;
- utilize in the technical sheets and promotional material explicit statements referring to certified products, the conformity label and Logo.

The operator may renounce inspection and certification by communicating his withdrawal by registered letter or Certified Electronic Mail (PEC). In any case, the operator will be obliged to pay the fee due for ICEA's activity in the course of the year.

Withdrawal from certification of conformity to ICEA Standards has no influence on the other services offered by ICEA.

10.2 Register of Licensed Operators

All the Organizations which are granted the Conformity certification and the authorization to use ICEA Mark are entered in the REGISTER OF ECO DETERGENTS AND ECO ORGANIC DETERGENTS LICENSED OPERATORS with the following data:

- Date of issue and validity of certification
- Registration number of certificate/license

- Name and/or business name of the Organization holding the certification, registered address of the main office and of the production plants, phone/fax number, e-mail address and website;
- Commercial Name of products and/or category of activity subject to certification;
- Indications as to certification status (operating, suspended on ..., withdrawn on...)

The Register of Licensed Operators is a public document constantly updated, and is partially available on the web site www.icea.bio.

ICEA may send it (also in electronic format) to any subject submitting a written application, and may also publish it in the own publications, promotional material and/or web site www.icea.bio.

11. CONFORMITY WORDINGS AND LOGO PROVIDED

Organizations that get from ICEA Certification of Compliance in accordance with the Eco Organic Detergents and Eco Detergents Standard Standard in addition to these Regulations, will have access to the use of the following logo in accordance with the rules laid down in the Regulation Logo Usage and Certification ICEA marks (Annex II of the Operation Manual)
The different admitted graphic versions may be requested to the competent ICEA office. Some admitted versions in green and black colours are shown as follows:



XXX DP XXX



XX DP XXX



XXX DP XXX



XXX DP XXX

The alphanumeric code shown in the mark is as follows:

XXX (operator code) DP (scheme certification) XXX (product number)

11.1 Support to protection initiatives

In addition to the ordinary surveillance activity, ICEA will check, at least once a year, whether certification mark and conformity labels are correctly used. ICEA personnel will also check these marks and labels in

shops, supermarkets and other points of sale, trade fairs, web sites etc., also as a follow-up to objective evidence supplied by third-parties.

In case of irregular use, ICEA will:

- require corrective actions and apply sanctions to the organizations subjected to the control system;
- send warning letters and, where necessary through legal actions which can include claim compensation for damages and withdrawal of the product from the market.

The person responsible for all the above mentioned activities is ICEA RCV, who may avail himself of the support and collaboration of all ICEA staff.

12. MODIFICATION OF CERTIFICATION CONDITIONS

12.1 Modification of Regulations and/or Standard

All certified Organizations shall be informed about changes through notices displayed in the web site www.icea.bio and shall also be given a deadline for meeting the new requirements.

The term within which the requirements for formulations certified under the previous standard must be met shall not be in excess of 12 months from the date of notice.

After the deadline, the Applicant Organization has the right to renounce certification.

If the Organization decides to maintain certification, ICEA will check conformity to new requirements through verification of documents or, where needed, through inspection visits and/or type tests.

Any costs incurred for inspections shall be borne by the Applicant Organization.

12.2 Modification of Regulation for Certification

In case of modification to the provisions laid down in this Regulation, the revised Regulation will be sent by mail to the Applicant Organization at least thirty (30) calendar days before the changes are applied. ICEA will publish the updated version of the regulation in the web site www.icea.bio

After the deadline, the Applicant Organization is obliged to accept the new conditions provided by the Regulation but in case of non-acceptance, the Organization shall send ICEA its renunciation to the certification within 30 calendar days from receipt of communication.

12.3 Modification of Application Form Control And Certification Detergents

In case ICEA makes changes to the provisions in APPLICATION FORM CONTROL AND CERTIFICATION DETERGENTS, the revised Application Form will be sent by mail to the Applicant Organization at least thirty (30) calendar days before the changes are applied. ICEA will publish the updated version of the Application form in the web site www.icea.bio

After the deadline, the Applicant Organization is obliged to accept the new conditions provided by the Application form but in case of non-acceptance, the Organization shall send ICEA its renunciation to the certification within 30 calendar days from receipt of communication.

12.4 Modification of List of Fees

If the economic terms specified in the List of Fees are changed, the revised List of Fees will be sent to the Applicant Organization at least thirty (30) calendar days before the changes are applied.

The certified Organization is obliged to accept the new fees. In case of non acceptance, it shall send ICEA its renunciation of certification within 30 calendar days from receipt of communication. ICEA will publish the updated List of Fees in the web site www.icea.bio

In all the above mentioned cases of renunciation, the operator will anyway be obliged to pay the fees due to ICEA for its activity throughout the year.

13. SURVEILLANCE ACTIVITY

13.1 During the period of validity of certification, ICEA will perform surveillance activity with its own qualified personnel, through inspection visits and type tests within a specific sampling plan.

The purpose of surveillance activities is to verify continuing compliance with all requirements laid down in the related Standard, in general regulations in force, and in this Regulation.

For clients with multiple sites, all manufacturing sites must be audited annually and the frequency of auditing other sites shall be determined on the basis of a risk assessment.

13.2 ICEA will carry out product tests on samples taken either from production line and storage premises, or from distribution points and points of sale, in accordance with the Sampling Plan (and whenever the

Control Technician, during inspection, gathers evidence of irregularity).

Such tests will be carried out in accordance with the same criteria established for type tests. They aim at supporting and validating the tests directly carried out by the Applicant Organization in the context of its own Quality Plan.

Also in this case, ICEA undertakes to communicate in advance to the Organization the type of tests it intends to carry out and the estimate cost.

If samples are taken from processing and storage sites under inspection, they shall be taken in the presence of the person requesting certification and/or Technical Manager (or their delegates). If samples are taken from distribution points, wholesalers or points of sale, the Organization accepts that such samples be directly collected by ICEA technical staff (also by simply purchasing them), provided that each sample be formed by three packages of the same lot.

Each package constitutes a sub-lot. One original package will be made available and, on request, delivered to the concerned Organization.

13.3 Surveillance visits may either be announced or unannounced.

In case of announced visits, ICEA's inspectors will communicate the date of the visit directly to the Applicant Organization.

The announced visits scheduled are at least one per year, in compliance with the surveillance plan.

In case of announced visits, the operator has the right to ask for a change of the date proposed by ICEA, giving reasons. ICEA reserves the right to accept the change only if that is not prejudicial to the significance of the inspection.

In presence of brand owner companies ICEA should reserve its position concerning the possibility to make remote inspection visits (audit on desk).

The surveillance visit schedule always includes:

- evaluation of changes in the Applicant Organization's production processes (if any);
- verification of remedial action for NCs detected during previous inspections and satisfaction of conditions;
- verification of continuing conformity to the requirements of ICEA Standards and conformity to any modification occurred;
- observance of Committee's specific requirements and correct implementation (also within the deadlines of any derogations granted);
- examination of customers' complaints;
- verification of requirements laid down in this Regulation;
- substantial changes in the production plan.

13.4 The procedures for Non-Conformity Report keeping and management are the same as the ones described in paragraph 8.2.

13.5 Unannounced visits are scheduled, within the surveillance plan, to cover a sample of units determined on the basis of statistical criteria. They may also be decided, at ICEA's discretion, with a view to verifying continuing conformity, as a follow-up to complaints, reports from the market, product test results and surveillance activity in other organizations.

During inspections, the operator shall offer the greatest collaboration to the staff appointed by ICEA. If the operator fails to communicate his absence on occasion of announced inspections, he shall bear the cost of the visit.

13.6 Guidance for dormant surveillance: in case of certified companies which have not carried out production activities in the last 12 months since the last surveillance visit, is possible to declare it to ICEA by



sending a signed application, thus obtaining the status of "dormancy". During this period the company will not be subject to inspection visits and will not have to pay the related ICEA's fee. The production activities resumption will be notified to ICEA at least one month before this so that a proper surveillance visit can be organized. This state can only be renewed once for a total of two years of "dormancy".

14. MODIFICATION AND EXTENSION OF CERTIFICATION SCOPE

14.1 The certified Organization is entitled to request changes in the scope of certification. These changes may be:

- change of business name and/or modifications in the Organization;
- modification or extension of production units;
- modification or extension of products and/or processes subject to certification.

14.2 The procedure for requesting such modifications is the same as the one indicated for submission of application for certification. Of course, the request shall exclusively refer to the elements and/or products modified or extended.

The assessment may just be limited to a verification of documents and/or an inspection and/or a type test, without a Committee's specific evaluation, only where such modifications have no significant influence on the Organization's activity or production process management, but just introduce new products into the same category.

14.3 The issuance and/or revision of Conformity Certificate, keeping into account the modification and/or extension of certification scope, is subordinated to the positive fulfilment of the provisions laid down in Article 8 of this Regulation.

15. CONFIDENTIALITY

15.1 ICEA undertakes to treat as strictly confidential (except in case of particular legislative or judicial provisions) all the data and information gathered in the course of the relationship with the Applicant Organization.

Also ICEA's personnel involved in inspection and certification activities undertake to treat as strictly confidential the data acquired, in particular as regards product process and formulation.

15.2 The documentation acquired will be filed only at ICEA's offices and access to files will only be allowed to competent functions who signed the appropriate Confidentiality Agreement.

15.3 ICEA will not divulge Organization's data and information (other than the ones contained in the Register of Licensed Operators) to third parties, without the Organization's written consent.

If the Judicial Authority requests data and information, ICEA will supply the information requested and will inform the Organization accordingly.

15.4 The data which may be considered public and which can be disseminated without any written consent, are the ones contained in the Register of Licensed Operators and penalties (if any) imposed on the Organization (date, type, concerned products).

Notice of such penalties may also be displayed in the website www.icea.bio.

16. VALIDITY OF CERTIFICATION CONTRACT

16.1 By signing this Regulation, a contractual relationship between ICEA and the Applicant Organization is constituted.

16.2 The hereby contract shall become effective starting from the day ICEA receives a copy of it signed by the operator. This contract shall be valid until December 31 of the following year from the year of its

signing. It shall be considered as tacitly renewed for the following years if no written notice of termination is sent by any of the parties. Such communications shall arrive at least thirty (30) days before the expiry of the contract.

16.3 In particular, the validity of the contract is bound to the fulfilment of the following obligations:

- a) Observe the current provisions concerning the production of detergents.
- b) Supply the documentation required by the application of the inspection system.
- c) Fill in and constantly update the forms envisaged by the application of the inspection system.
- d) Allow inspection personnel access to locations and documentation, as required by such inspection personnel.
- e) Make available to inspection personnel all the products and raw materials for analysis as may be required for the purpose of inspection and certification.
- f) Comply within the deadlines provided by ICEA, whether for the fulfilment of the requirements of the inspection system or for the payment of any fees due to ICEA.
- g) Notify any substantial change in the operator's situation or in any activity connected with inspection system and product conformity, within the prescribed deadlines. In case the variations occurred require a specific evaluation by ICEA, the operator shall wait for ICEA's conformity judgment before affixing conformity label or logo to the concerned products.
- h) Observe the provisions of the current regulations concerning product labelling and the Regulation for Use of ICEA Marks, promptly reporting to ICEA any misuse, even by other operators.
- i) Make comments about the certification only when referring to the purposes for which the certification was issued.
- j) Not use the certification in such a way as to discredit the Certification Body and not make comments about product certification which may be considered not correct or not authorized by the Certification Body.
- k) In case of suspension or withdrawal of the conformity certification, stop using all documents bearing indications referring to the certification and/or stop using, in case of withdrawal of the certification, advertising material containing such indications. Return any certification document on Certification Body's request.
- l) Use the certification only to indicate that the products have been certified in compliance with relevant regulations.
- m) Behave as prescribed by the Certification Body when dealing with media regarding product certification (i.e. documents, brochures or advertising).
- n) Accept, without prejudice to the possibility to file an appeal, the penalties applied in accordance with the provisions laid down in this Regulation.
- o) Keep record of all complaints received regarding the products subject to inspection and certification.
- p) Manage in a controlled way the distribution of ICEA's Conformity Certificates to customers, recording for each distributed copy: registration number of copy (to be indicated also in the document), date of delivery, and name of recipient.
- q) Communicate any withdrawal or suspension of Conformity Certificate to all subjects to whom such certificate had been distributed.
- r) Accept that ICEA exchange information and documents with other certification bodies concerning problems related to the control and certification and eventual sanctions.
- s) Allow ICEA personnel in charge and accrediting body free access to all facilities, records and documents considered useful to do a proper inspection

17. RENUNCIATION OF CERTIFICATION

The operator may renounce the control and certification, giving at least 30 calendar days notice of withdrawal by registered letter or certified e-mail (PEC). In this case, the operator will in any case remain obliged to pay the fees due for ICEA's activities during the year.

In any case, the Organization shall remain subject to the inspection system until all labels have been used (that is until packaging and labeling operations have been completed), and until no material showing conformity labels and certification mark is left, sustaining inspection and certification costs due to ICEA.



In any case, the placing of the product already packaged and labeled on the market must be stopped within 18 months from the date of withdrawal of certification.

In the event of a request for voluntary withdrawal by the operator, the exclusion and consequent termination of the right of all "inter-partes" agreements will proceed.

Through a resolution of the Certification Committee, ICEA communicates Operator 's exclusion from the certification system by sending the CD-M0608 module via e-mail and / or PEC

18. PENALTIES

18.1. Suppression of eco-biological indications

The suppression of eco-biological indications results in a prohibition for the operator to report, on labels and product documents concerned by the infringement, the indications concerning certification in relation to the lot or to the entire production concerned by the violation. The verification of the application and its effectiveness is carried out during the first useful inspection. Failure to comply with a suppression of the certification references may require application of a more significant measure.

The measure is decided by the Certification Committee and communicated by sending the CD-M0605 form via e-mail and / or PEC, in which the reasons for the suppression will be specified, the conditions under which the suppression can be revoked and the time limits within which the appeal can be presented.

Once the measure has been received, the operator can communicate in writing the reasons for dissent and send them by e-mail and / or PEC.

In the absence of dissenting communications within 15 working days of receipt, the measures, as well as the corrective actions required, will be considered accepted by the operator.

18.2 Suspension of certification

The measure of suspension of certification consists in the temporary suspension of the certificate of conformity to the adopted standard and is applied in case the detected Non-Conformities compromise the reliability of the controlled operator.

The suspension implies for the operator himself the prohibition, for the period indicated, to market the products with references to the certification applied.

The verification of the corrective action is carried out within the terms and in the manner provided for by the provision itself. Failure to comply with a suspension normally involves the exclusion of the operator.

The suspension of certification is decided by the Certification Committee and communicated to the Operator by sending the CD-M0610 form by e-mail and / or PEC specifying the reasons and times within which it is possible to appeal (no later than 15 days from the date of receipt).

In the communication module of the measure ICEA will specify the time period within the corrective action should be taken to eliminate the detected nonconformity. The measure will be revoked, with the same procedures provided for its imposition, only after a positive inspection carried out by the staff in charge by ICEA adapted to detect the effectiveness of corrective actions taken by the Operator.

18.3 Withdrawal of certification

The measure of withdrawal of certification applies in the event of violations that compromise the reliability of the operator in the management of the company and its permanence in the control system, including when there is a repeat offense in committing violations, or in the event that the operator does not respect the commitments made to the competent authority and the contractual obligations towards ICEA.

The following cases of non-compliance by the Operator to the rules of ICEA Certification Regulation adopted



will entail the withdrawal of the Certificate of conformity and will constitute a reason for the termination of the right of all the "inter partes" agreements:

- a) failure to implement corrective actions, which should have been followed by measures to suspend the certification referred to in Article 2.2 above;
- b) the detection of ESSENTIAL NON CONFORMITY during inspections of surveillance and violations of obligations under current legislation and the Regulation for the applicable certification;
- c) Opposition by the Operator to carry out surveillance audits;
- d) use by the Operator of Conformity Certificate in violation of the terms of the related articles of the ICEA Regulations,
- e) serious or repeated violations regarding the correct use of the certificate and the conformity indications;
- f) termination of the production activity of the Organization;
- g) in case of lapses of the application for certification: if the Operator fails to solve the detected NCs and update the documentation requested by the CB within 60 working days, the application lapses (filing) and can be resubmitted only with consequent new charge of the fee amount due to ICEA.
- h) exclusion in cases of arrearage: in case of non-payment of the fees due for the control and certification activity at the established deadlines and after two reminders of ICEA.

The exclusion of the operator, with the termination of the right of all the "inter-partes" agreements, is deliberate by ICEA, following the decision of the Certification Committee and communicated to the Operator by e-mail and / or PEC by sending the CD-M0606 form, specifying the reasons and times within which it is possible to appeal (no later than 15 days from receipt).

18.4 Restatement of certification

When a nonconformity with certification requirements is substantiated, either as a result of surveillance or otherwise, ICEA consider and decide upon the appropriate action. The actions include:

- continuation of certification under conditions specified by ICEA;
- reduction in the scope of certification to remove nonconformity product or process;
- suspension of the certification pending remedial action by the client;
- withdrawal of the certification.

Each action includes evaluation, review or a certification decision.

If certification is terminated (by request of the client), suspended or withdrawn, ICEA take actions specified by the certification scheme and shall make all necessary modifications to formal certification documents, public information, authorizations for use of marks, etc., in order to ensure it provides no indication that the product continues to be certified. If a scope of certification is reduced, ICEA take actions specified by the certification scheme and make all necessary modifications to formal certification documents, public information, authorizations for use of marks, etc., in order to ensure the reduced scope of certification is clearly communicated to the client and clearly specified in certification documentation and public information.

If certification is suspended, il RSC/TCS di ICEA formulate and communicate the following to the client: - actions needed to end suspension and restore certification for the product(s) in accordance with the certification scheme; - any other actions required by the certification scheme.

If certification is reinstated after suspension, ICEA make all necessary modifications to formal certification documents, public information, authorizations for use of marks, etc., in order to ensure all appropriate indications exist that the product/process continues to be certified.

If a decision to reduce the scope of certification is made as a condition of reinstatement, ICEA make all necessary modifications to formal certification documents, public information, authorizations for use of marks, etc., in order to ensure the reduced scope of certification is clearly communicated to the client and clearly specified in certification documentation and public information.

18.5 Notification of sanctioning measures of certification suspension or withdrawal

18.5.1 The sanctions will be signed by ICEA President, after Committee's resolution, and will be

communicated to the Applicant Organization by registered letter (sent in advance via fax).

18.5.2 The Applicant Organization may file a written appeal with CUR (Appeal Committee) against these measures, stating detailed reasons, within 30 calendar days from the date of receipt of notification.

In addition, the CSI will supervise ICEA's activity, verifying files and technical documents (besides administrative documents regarding payment requests and reminders for defaulting Organizations), in order to guarantee that these measures are taken fully observing the principles of independence and impartiality of the Inspection System.

19. CONSEQUENCES OF RENUNCIATION, NON-RENEWAL, SUSPENSION AND WITHDRAWAL OF CERTIFICATION

19.1 In case of renunciation, non-renewal, suspension and withdrawal of the certification, the Organization is obliged to

- immediately stop using Conformity Certificates and, in case of withdrawal, renunciation or non-renewal, immediately return them to ICEA;
- immediately stop using all documents/publications and headed notepaper bearing indications referring to certification and ICEA marks;
- immediately stop using the conformity label and the certification mark provided;
- on ICEA's request, inform all the customers who had been advised of the certification.

a. In case the Applicant Organization uses the certification infringing the above mentioned obligations, ICEA reserves the right to publicize, as it considers most convenient and without prejudice to any further action, that the Organization is no longer entitled to use the certification.

The costs incurred for publication will be borne by the defaulting operator, without prejudice to ICEA's possibility to claim compensation for any other damage.

20. INSPECTION AND TESTING ACTIVITY

20.1 For the purposes of inspection and testing, ICEA may avail itself of the services of contracted and/or qualified external structures, for whose professional competence it can vouch, fully complying with the Standards UNI CEI EN 45011 (hereinafter EN 17065), point 4.4 concerning Subcontracts, without prejudice to the same activity being carried out by its own national structures.

In any case, ICEA is the only one entitled to and legally responsible for the issue, maintenance, extension, suspension or withdrawal of certification.

20.2 The Organization may, in advance, express grounded objections to any particular Control Technician, inspection body or test laboratory which ICEA decides to utilize. For this purpose, ICEA undertakes to communicate in advance the names of the appointed professionals or bodies to the Organization.

The Organization shall communicate such objections and reasons, in writing, to the RCV. As concerns analyses, the Organization may write down its request in the Sampling Report.

The RCV shall evaluate whether to accept the request or not. The request may be accepted in those cases where there is formal evidence of conflicts/disputes/controversies/disagreements, either under way or past, between the operator and the professional or body appointed by ICEA.

The operator's request and RCV's consequent decision shall be communicated to the Responsible of Quality Assurance (RAQ) for information.

21. COMPLAINTS

If the Applicant Organization deems that the quality of service supplied does not correspond to what stated



in this Regulation, it may file a complaint with ICEA.

Complaints may be forwarded by mail, fax, e-mail or telephone to the attention of ICEA Quality Assurance Manager (RAQ) who will evaluate whether the complaint is justified and will give a reply within thirty (30) calendar days.

22. APPEALS

22.1 If the Organization deems that the resolutions passed by Certification Committee, or by ICEA in any case, are unjustified and/or discriminating, it may file an appeal with CUR (Appeal Committee) of ICEA.

22.2 The appeal shall be filed in writing, stating reasons, within thirty (30) calendar days from the date of notification of ICEA's decision.

Within thirty (30) calendar days, ICEA will convene CUR, which will examine the appeal within sixty (60) calendar days from date of filing.

On occasion of such meeting, the Applicant Organization's representatives may request a hearing.

22.3 The decision made at this point will be final and binding on the parties.

22.4 All expenses incurred for the appeal will be charged to the losing party.

If the Operator's appeal is to include analysis results, these must be carried out by Laboratories accredited within the European certification system, in accordance with European regulations concerning laboratory accreditation.

23. JURISDICTION

For all disputes arising out of the execution and/or application and/or interpretation of ICEA Certification System, that were not able to be solved through complaints and appeals, the competent and exclusive Court will be Bologna.

24. INTERNAL AUDITS AND PERIODICAL REVIEWS

In order to verify and monitor the correct application, compliance and effectiveness of this inspection and certification system, ICEA, under the responsibility of the Quality Assurance Manager, will carry out periodical internal audits (VII) at the national office.

The results of the audits will be reviewed by the Directors in accordance with the procedures applied for all the other certification schemes.

25. INSPECTION SYSTEM CHART

Organizzazione

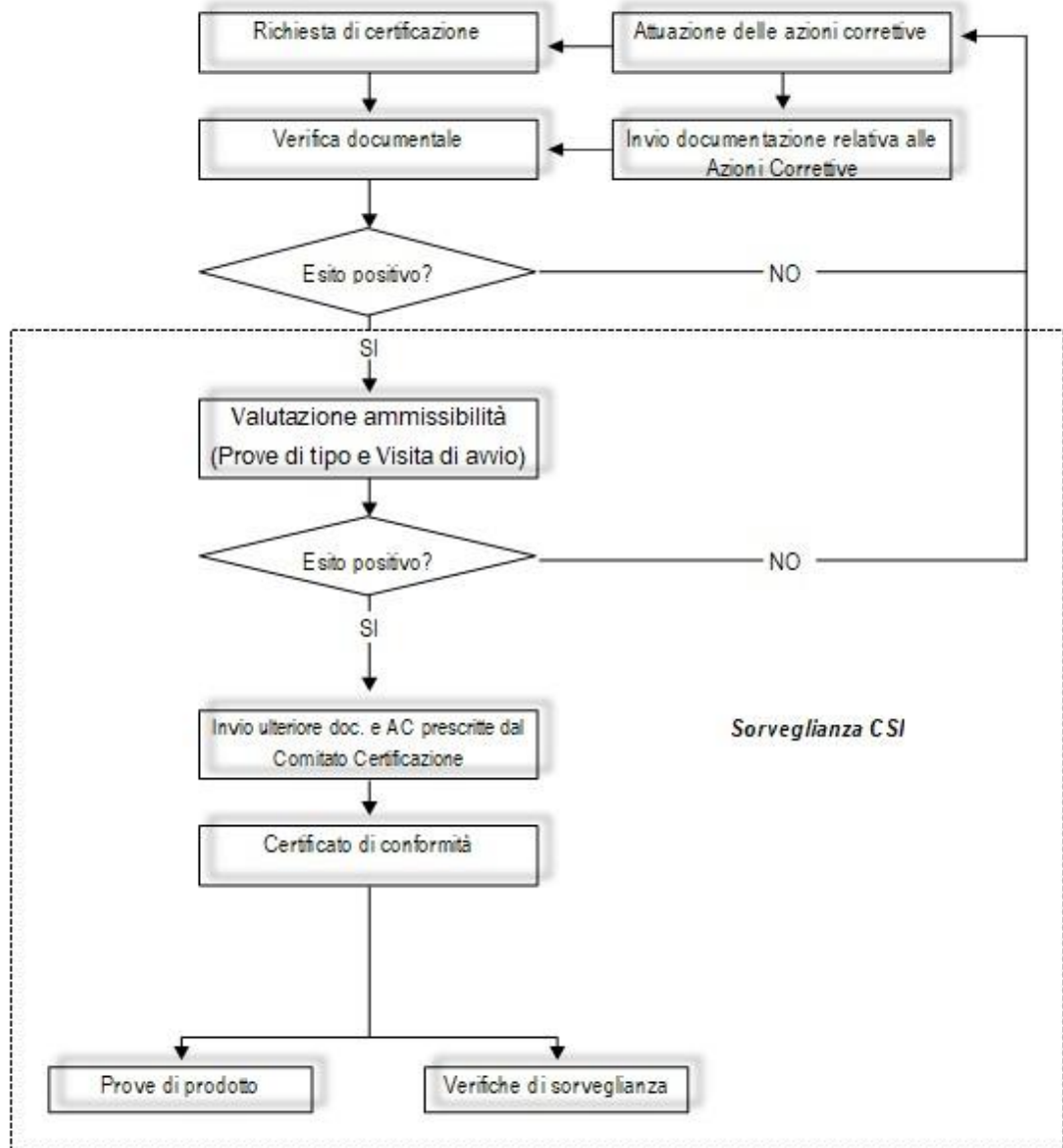
RCV o suo delegato

RCV o suo delegato

RCV o suo delegato

*RCV o suo delegato
Presidente ICEA o suo delegato*

*RCV o suo delegato e TC
a qualificati*





ICEA
RC.DP

**ECO AND ECO BIO DETERGENTS
CERTIFICATION RULE**
Ed.04 Rev.02 07.04.2020

26. ACCEPTANCE OF TERMS PROVIDED BY THE HEREBY RULES

(This page, signed by the Applicant Organization's legal representative, must be sent to ICEA)

The Applicant Organization _____ in

the person of the Legal Representative

DECLARES that all the provisions laid down in this Eco Detergents and Eco Organic Detergents Rule have been carefully read and accepted.

Stamp and signature

Date: _____

In accordance with the provisions of articles 1341 and 1342 of the Civil Code, the Applicant Organization expressly approves the articles 12, 14, 16, 17, 18, 19, 20, 23.

Stamp and signature

Date: _____