

RecyClass

AUDIT SCHEME

RECYCLED PLASTICS TRACEABILITY CERTIFICATION

RECYCLED PLASTICS

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1. FOCUS AND SCOPE OF CERTIFICATION

Certification aims at recognising the use of *Recycled Plastics* in products throughout the plastics value chain. It specifies requirements for companies using recycled material in the production of plastic products who wish to claim their recycled content under a comprehensive Audit Scheme.

Certification focuses on the traceability of *Recycled Plastics* within a *Process* and the calculation of *Recycled Content* shares (pre-/post-consumer) of *Plastic Products* or *Families of Products*. Certified *Products* and *Processes* may use claims on *Recycled Content* according to the document “Use of Claims Guidance”.

Traceability of the material in the different process steps must be verified throughout the whole chain of custody of the material in order to make a claim of recycled content in final products. Therefore, *Certification* may be individually granted to different companies who play a part in the value chain and hold custody of *Recycled Plastics* including but not limited to compounders, converters, blow moulders, fillers, traders, etc.

The Scheme is developed according to standard EN 15343:2007 and the principles of a controlled blending chain of custody model as described in ISO 22095:2020.

Additionally, the Audit Scheme can be complemented with add-on Modules depending on the Recycling Process available. Modules are listed in Annex II.

2. TERMS AND DEFINITIONS

Defined terms are marked in *italics* and start with a capital letter. Terms and definitions relating to this document can be found in Annex 1.

3. NORMATIVE REFERENCES

EN 17615:2022 Plastics – Environmental Aspects - Vocabulary

ISO 22095:2020 Chain of Custody – General terminology and models

EN 15343:2006 Plastics – Recycled Plastics – Plastics recycling traceability and assessment of conformity and recycled content

EN 15353:2006 Plastics — Recycled Plastics — Guidelines for the development of standards for recycled plastics

ISO 14021:2016 Environmental labels and declarations. Self-declared environmental claims (Type II environmental labelling)

4. TYPES OF CERTIFICATION

4.1 INITIAL CERTIFICATION

Initial Certification should take place in a *Site* who must present production records from the previous 12 months of *Production Process*. This Certification is valid for 1 year.

Production of Output can take place on demand where 12 months of production records for *Recycled Input* may not be in place.

In the case of trading activities, the certification process can also be granted. The audit process for this part of the supply chain can vary according to the trader's operation, which can be of two types:

1. **Traders with stock and logistics operations:** In this case, the certification and audit process will be performed at the facilities where the plastic products are handled.
2. **Traders without storage operations:** These traders operate solely from an office, coordinating the movement of materials without intermediate storage.

4.2 MONITORING CERTIFICATION

Monitoring Certification should take place in a *Site* who must present production records from the previous 12 months of *Production Process*.

Monitoring Certification will be granted to *Site* when Certification is available from the previous year. This Certification is valid for 1 year.

Production of Output can take place on demand where 12 months of production records for *Recycled Input* may not be in place.

In the case of trading activities, the certification process can also be granted. The audit process for this part of the supply chain can vary according to the trader's operation, which can be of two types:

1. **Traders with stock and logistics operations:** In this case, the certification and audit process will be performed at the facilities where the plastic products are handled.
2. **Traders without storage operations:** These traders operate solely from an office, coordinating the movement of materials without intermediate storage.

4.3 PROVISIONAL CERTIFICATION

Provisional Certification should be issued when a *Site* has been in operation for less than 12 months or there are less than 12 months of production records. A minimum of 3 months of data are required in order to issue a Provisional Certification. This certificate will be valid for a period of 12 months. If 3 months of data are not yet available because no sales have yet taken place, a provisional Certification can be granted with conditions. At least 3 batch of Output must be produced. In that case, an additional on-site audit must take place within 3 months where a full Provisional Certification can be granted.

4.4 MULTISITE CERTIFICATION

Multisite Certification should be issued when the audited processes or activities are combined in two or more separate locations under the same ownership of *Site*. Combined audited processes or activities may include subsequent steps of the production process and/or combined quality control and overall management of *Recycled Output*. *Site* shall designate

one location as main address and contact for the purposes of *Certification*. All locations must be visited during the audit, listed in the Audit Report, and traceability among audited locations shall be checked. This Certification is valid for 1 year.

4.5 BRAND OWNER CERTIFICATION

Brand owner Certification should be issued when the certified products or processes are not under the custody of the Applicant. E.g. Applicant subcontract the production and distribution of their product. In this case, the following procedure applies:

- 1. Licence Agreement:** Brand owner must sign a licence agreement. The subcontracted company in charge of the production and distribution of the final product, signs an agreement with the applicant (Brand owner), who places the products in the market. The Licensee will have access to the claims and logo of the *Certificate Holder* to place them on the products going to market. For more information, please consult the License Agreement annex.
- 2. Recycled Plastics Traceability Audit:** Brand owner may apply for Certification to display the Certification mark and claims related to this Audit Scheme. The audit will be linked to a RecyClass supplier certificate manufacturer or producer of the certified product. Certification ensures that the materials produced by the subcontracted party maintain traceability once they are placed in the market.

5. ELIGIBILITY FOR CERTIFICATION

Any Plastic Product containing Recycled Plastics may apply for Certification. Namely, recyclates, compounds, semi-finished or finished products or components which are either ready for commercialisation or are still under the control of the value chain and sold B2B.

Processes audited include but are not limited to compounding, converting, storage, trading or other activities with the plastics value chain.

An *Applicant* accepting plastic input and operating a decontamination process according to Regulation (EU) N° 2022/1616¹ is eligible to apply for Module A2 of the Recycling Process Certification in combination with the Recycled Plastics Traceability Certification. These processes do not typically count with a waste management permit or a permit derogation according to Article 20 of the Waste Framework Directive, as they purchase washed flakes as a recycled input. Object of Conformity

Certification enables all actors of the plastics value chain to demonstrate a transparent use of recycled plastics within products. The conformity assessment focuses on the traceability of recycled plastics within a process and the verification of the declaration of a certain percentage of recycled content of plastics in products.

The Certification is available to all actors of the value chain who are involved in the use of recycled plastics.

¹ OJ L 243, 20.9.2022, p. 3–46 available at [Regulation - 2022/1616 - EN - EUR-Lex \(europa.eu\)](https://eur-lex.europa.eu/eli/reg/2022/1616/oj)

6. OPERATING PERFORMANCE REQUIREMENTS

The auditing criteria are standardised in two categories which define two levels where *Recycler* can achieve *Certification*.

Category Type	Meaning
1	Requirements Level 1. Object of conformity must achieve the required standard for type 1 categories in order to achieve <i>Certification</i> . Minor discrepancies are allowed in defined circumstances.
2	Requirements Level 2. Optional to include requirements level 2 as part of the object of conformity. Compliance with these requirements is not mandatory to obtain <i>Certification</i> .

7. TRACEABILITY AND CHAIN OF CUSTODY

Traceability of recycled plastics is an essential part of the Certification and central focus of the audit evaluation. ISO 22095:2019 defines traceability as the ability to trace the history, application, or location of a product. Traceability allows the monitoring of the movement of a product and its components through specified stages of a process or operation.

RecyClass Audit Scheme focuses on the traceability systems established within a process and operation and verifies the chain of custody throughout the whole plastics value chain.

8. CONTROLLED BLENDING MODEL

Within plastics recycling and compounding activities, it is normal practice to mix recycled plastics with additives, masterbatches or virgin materials in order to meet certain specifications.

Following a controlled blending model as a chain of custody model as described in ISO 22095:2020, the certification relates to recycled plastics when mixed with other materials or substances resulting in a known proportion of recycled content of plastics in output products, focusing on the physical presence of the material or products.

A controlled blending model focuses on the physical traceability, reporting a known percentage of recycled plastics in outputs.

The organisation active in the chain of custody of the product or material must ensure that the physical input and outputs of recycled plastics assessed during the audit are identified, monitored, and documented.

9. CALCULATION OF RECYCLED CONTENT IN PRODUCTS

The calculation of recycled plastics present in product represents the actual share of recycled plastics used. Throughout the process, the ratio between inputs and outputs is always known for a determined volume. Therefore, the percentage of recycled plastics can be ensured in all cases.

The share of recycled plastics reported in the certificate follows the assessment and documentation review. CBs must document a reconciliation of volumes and perform a plausibility check to verify that the quantities of input recycled plastics used are plausible with the quantity of output products produced and their share of recycled content, taking into consideration additives and losses.

The share of Recycled Content for pre-consumer and post-consumer of a Product will be calculated according to the described formula in line with EN 15343:2007:

$$x (\%) = \frac{A}{P} \times 100$$

X is the *Recycled Content*, expressed as a percentage;
A is the mass of *Recycled Input*;
P is the mass of a *Product, Component or Family of Products*.

In the formula, *X* represents the share of pre-consumer or post-consumer material which should be reported separately.

The calculation of the recycled content must be verified based on the production records of products (and shares of recycled plastics) produced during the past 12 months. Therefore, only *Output Products* or *Families of Products* with a specific share of recycled plastics can be certified. Products that were not produced during the evaluation period and that are planned for production cannot be included under the scope of the Certification.

The percentage of recycled content present must reflect the reality of the recycled content present in different products aiming for Certification for the period of evaluation. In case of variation of recycled content between batches, Certification Bodies should report the minimum percentage of recycled content. The ratio between different products should be known for the output products all the times for a determined volume.

The calculation shall consider the plastic mass of the product. Any Uncontrolled Recycled Input or other product ingredients (e.g., virgin plastics, additives, fillers, fibres in composite, pigments, masterbatches, etc.) shall be counted in the denominator. In case of multilayer coextruded materials, all layers must also be included in the denominator as part of the main material as well. *Recycled Input* with attributed recycled content cannot be counted as recycled content in the output products.

In case of final products made from different components, non-plastic materials from different components should not be considered in the calculation (e.g., inks, adhesives, metals, paper, etc.). For assembled multilayer, non-plastic parts shall not be included in the denominator. However, any claims should be as clear as possible and report what has and has not been included.

The result of the recycled content calculation per product in the certificate and in the Certification mark should be rounded down to unit digits (e.g. 99,99% is not 100%). While in the audit report percentage must be reported with at least one digit in place.

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By-products which are non-waste cannot be counted towards the recycled content share. However, the recycled content part of *By-products* which is being recirculated in a process can be included. As an example for clarification, if a production process uses pellets of 50% recycled content to produce bottles but has a 5% recirculation of internal scrap (*By-products*), the recycled content of the bottles will still be 50% as the scrap material will have the same recycled content as the output. The share of *Recycled Content* included in the bottles will include the percentage of recycled content in the recirculated *By-products*. These *By-products* may be used in the production of the same original product, or others within the same *Site* or within another *Site* under the same ownership as long traceability can be demonstrated and the specific share of recycled plastic can be accounted for and fully documented to count this stream. Additionally, the recycling of internal waste can only be considered if this stream is certified.

More information on how to report the *Recycled Content* results available in the document “Use of Claims”.

10. SUPPLIER'S CERTIFICATE

In order to verify the Traceability of Recycled Plastics throughout the value chain Recycled Input supplier's shall count with a Supplier's Certificate. This can be a RecyClass Recycled Plastics Traceability Certificate or another recognised Scheme by RecyClass.

RecyClass recognises EuCertPlast certificates as a valid proof of *Traceability of Recycled Plastics* and verification of *Recycled Content*. EuCertPlast certificates must detail the use of *Recycled Plastics* in their products.

The Certification allows flexibility to *Applicants* of an Initial Certification to adapt gradually to this chain of custody model. During Initial Certification, two thirds of the Recycled Input must come from a supplier with a valid Supplier's Certificate. This percentage is raised to 75% of the Recycled Input and 100% of the Recycled Input in the next two monitoring audits. After this period, Recycled Input coming from non-certified suppliers will be not counted in the recycled content calculation. However, the total recycled input originating from new suppliers introduced after the initial audit will also have two subsequent monitoring periods to achieve certification. *During the first monitoring audit two thirds of recycled input must have a supplier certificate, during the second monitoring audit 75% of recycled input must have a supplier certificate and 100% in the third monitoring audit, making this a moving target for new suppliers.*

If a company is certified in the initial audit but chooses not to maintain the certification after one year, they must adhere to the certification requirements based on their last application when they reapply. If they discontinue before the first monitoring audit, they must ensure that 75% of their suppliers are certified upon their return, similarly, if they leave before the second monitoring audit, they must have 100% of their suppliers certified when they reapply. This ensures that companies maintain the necessary certification standards regardless of any interruption in their certification status.

Additional Certifications might be recognised by RecyClass after evaluation of the Audit Scheme to determine its equivalence to other recognised Schemes and principles of EN 15343:2008.

11. NON-CONFORMITIES

Non-conformities are issued when there is a failure to comply with an Audit Scheme requirement. There is a significant doubt that an effective process control is in place or recycled content traceability for products cannot be established.

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For all non-conformities identified, corrective actions must be presented to CBs to continue the audit procedure. CBs must evaluate the submitted corrective actions and decide if these were closed to continue with the audit procedure and issue a certificate.

The audit procedure can be resumed on-site or where possible via documentation exchange or other means such as video connection. If corrective actions are not closed satisfactorily, the CBs may conclude the audit procedure.

Non-conformities must not be mistaken for observations which must be noted down as comments in the Audit Report.

12. CERTIFICATION DETAILS

SECTION 1: QUALITY SYSTEM REQUIREMENTS

1.1 BUSINESS REGISTRATION

Organization registration document shall be in place and valid. Top management of the organization's site shall be identified.

Assessment level Category 1

1.2 QUALITY MANAGEMENT SYSTEM

Documented evidence that demonstrate that there is a quality management system in place. If available, this can be demonstrated with a valid certificate for ISO 9001, ISO 14000 or EMAS issued by an authorised Certification Body (CB).

Assessment level Category 2

1.3 TRAINING

Designated responsible personnel shall receive appropriate training. Training must ensure personnel's suitability to their tasks and responsibilities assigned. Training programmes must be subject to continuous reviews suitably structured and documented.

Assessment level Category 2

1.4 REGISTER OF COMPLAINTS

Site shall implement a procedure to guarantee that any complaints received related to the effective implementation of this *Certification* are considered for improvement.

Assessment level Category 2

1.5 RECORDS

Evidence of compliance with the audit requirements and procedures for at least 12 months must be in place. Records must be available in written documents, procedures or automated control systems.

Assessment level Category 1

1.6 QUALITY ASSURANCE

Evidence that quality control for the conforming *Products* is available.

Assessment level Category 2

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1.7 COMMUNICATION ABOUT CONFORMING PRODUCTS

In case of a monitoring audit, verification that any marking, identification and marketing of conforming products are correctly monitored and documented.

Assessment level Category 2

SECTION 2: SUPPLIER EVALUATION

2.1 SUPPLIER IDENTIFICATION

Batches of Recycled Input delivered can be linked to a supplier with a valid *Supplier's Certificate* when relevant.

For each *Supplier*, *Site* shall record at least the following details:

- Name and address of *Supplier*;
- Code and validity period of *Supplier's Certificate*;
- Description of the *Recycled Input* provided;
- Purchasing documentation of *Recycled Input*.

Assessment level Category 1

2.2 INPUT RECORDS

Records and availability of *Supplier's Certificate* for *Recycled Inputs* shall be available during material procurement.

Supplier's Certificate and documentation must detail the list of certified *Plastic Products* with the corresponding pre-consumer and post-consumer *Recycled Content*.

Assessment level Category 1

SECTION 3: INPUT REQUIREMENTS

3.1 PURCHASE SPECIFICATIONS

Batches of Certified Recycled Input shall be purchased and booked in against a specification which shall be available for each grade of *Certified Recycled Input* accepted.

Specification shall include at least:

- Polymer type
- Product Code (identifiable per each individually purchased *Certified Recycled Input*)
- Volume
- *Recycled Content* share according to *Supplier's Certificate*

Assessment level Category 1

3.2 WEIGHTS AND DATES OF DELIVERY RECORDED

Evidence that weights (at least by freight forms or big bag lists), *Product Code* and date of deliveries of all incoming *Batches of Recycled Input* are documented. Where available, weighbridge tickets either from the *Supplier* and/or *Organization* shall be recorded and stored physically or electronically.

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Assessment level Category 1

3.3 ORIGIN, SOURCE, SECTOR AND TYPE OF RECYCLED INPUT

Origin of material (pre- or post-consumer) shall be verifiable via documentation and *Supplier's Certificate*. If available, source of material (e.g., household, commercial, industrial, etc.), sector of material (Packaging, Building & Construction, WEEE, Agricultural), and type of product application (e.g., PET bottles, trays, etc.) shall be verifiable via documentation and *Supplier's Certificate*. These are documented.

Assessment level Category 1

SECTION 4: STOCK MANAGEMENT

4.1 STOCK IDENTIFICATION

All incoming *Recycled Input* shall be identifiable with a *Product code* linked to the *Supplier*. Big bags may be tagged, allocated to specific storage areas, or use a clear silo assignment. Big bags may be stored with the original *Product code* or an internal electronic transcoding.

Assessment level Category 1

4.2 STORAGE CONDITIONS

Products shall be stored in closed areas.

Assessment level Category 2

4.3 STOCK MANAGEMENT SYSTEM

A system that records all movements in and out of stock for *Recycled Input* and *Output* and tonnages of stock present on *Site* at any time shall be in place. The stock management system should include regrind/scrap material which is recirculated into the production process.

The inventory shall be balanced once a year. Records shall be in place. *Organization* shall prepare an overview which includes remaining stock from the previous year, inputs received, inputs still in stock, outputs still in stock and outputs sold.

Assessment level Category 1

4.4 STOCK CHECKS

A physical inspection of stock shall be carried out and documented at least once per year to verify that the level of stock shown in the stock management system is correct. Inspections shall be recorded and documented.

Assessment level Category 1

SECTION 5: PROCESS

5.1 PROCESS OVERVIEW

Description and schematic of the process is available or can be provided.

Assessment level Category 1

5.2 CONNECTION STATIONS CONTROL

All connections dispatching recycled plastics from storage (e.g. silos, pipes) to production (e.g. octopus stations) are identified and controlled. Records of all connections from storage to production (e.g. silos, pipes, etc.) are kept.

In the case of blending of *Recycled Plastics* with other materials, parameters are controlled, and records are kept. Indicate the responsible personnel of process settings and records.

Assessment level Category 2

5.3 INCOMING RECYCLED INPUT RECORDS

Records of *Recycled Input* shall be available. When different *Recycled Input(s)* streams are co-processed, a separate accounting of each of these material streams is required.

Assessment level Category 1

5.4 SUBCONTRACTED PROCESSING INPUT RECORDS

Records of *Recycled Input* sent to *Subcontracted Processing* shall be available. Requirements may be found described in section 8.

Assessment level Category 1

5.5 INPUT & OUTPUT RECORDS

Records shall be kept of all materials that are sent into *Process*. These include:

- i) Used *Recycled Input*
- ii) Additives, master batches, virgin material
- iii) Scrap/regrind material recirculated in the process
- iv) *Output*
- v) Rejections

Assessment level Category 1

5.6 PROCESS RECORDS

Records shall be kept indicating the times that the production process was operational on a given day and the volume of *Recycled Input* used and *Output* produced. Records should be available for a minimum period of 12 months (i.e. during the evaluation period). Where this is not the case a *Provisional Certificate* should be issued with data from at least 3 months.

Assessment level Category 1

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5.7 METROLOGY OF EQUIPMENT

Procedures for selection, control and calibration of equipment (e.g. blenders, weight scale, process control equipment, test equipment, etc.) must be done regularly if present.

Assessment level Category 1

5.8 VOLUME RECONCILIATION

Overview of the material flows of the *Process* where *Recycled Input* is involved to produce an *Output* over a specified timeframe. Any deviations must be explained. *Output* may be accounted for in tons (t) or in number of products.

When *Output* was produced for less than one year or records have been kept for less than one year, a *Provisional Certification* should be issued. In case of spot production (on demand production), verification of plausibility check and check of recipes through consumption figures.

Assessment level Category 1

5.9 TRACEABILITY

Evidence that adequate steps are implemented to ensure traceability throughout the entire *Process* according to EN 15343. Batches of *Recycled Input* and *Output* can be traced back at any point and anywhere of the *Process*.

- Incoming load report
- Incoming warehouse
- *Process* (production documents, machine settings, traceability of connection to the injection presses if applicable)

Assessment level Category 1

SECTION 6: OUTPUT COMPOSITION

6.1 OUTPUT SPECIFICATIONS

Product descriptions (itemisation – BOM) of the *Output* shall be available (polymer, colour, piece weight, product components, etc.)

Assessment level Category 1

6.2 OUTPUT DESCRIPTION

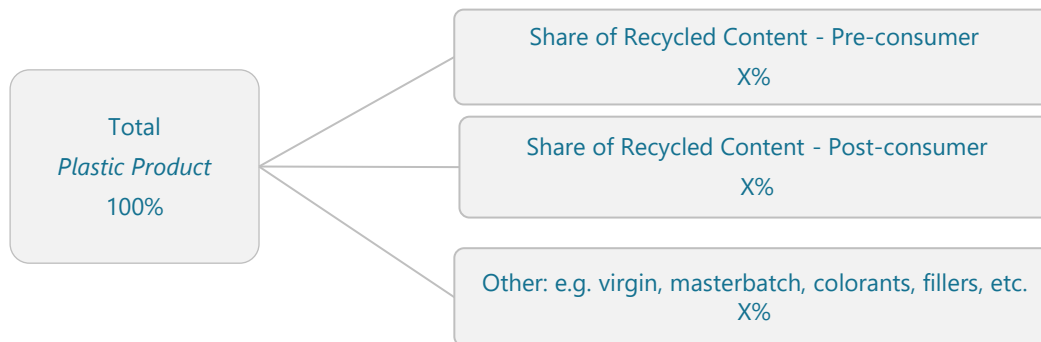
Description of the Products, Family(ies) of products or components objects of conformity assessment.

Assessment level Category 1

6.3 CALCULATION OF RECYCLED CONTENT

Recycled Content shall be expressed in percentage of the total mass of a *Product* or *Component* considering the following categories:

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The calculation shall only account for *Products*, or *Family(ies) of Products* or *Components* using *Recycled Input*. *Recycled Input* may consist of a particular share of pre-/post-consumer which shall be considered into the calculation.

The calculation reflects the real share of the *Recycled Content* (pre-consumer and post-consumer) present. *Products* or *Family(ies) of Products* shall be listed in the Audit Report and Summary Sheet with their respective percentages described.

Assessment level Category 1

6.4 PLAUSIBILITY CHECK

Evidence of *Output* produced is compatible with the amount of *Recycled Input* used. The plausibility of the following figures shall be verified:

- i. Proportions according to product formula
- ii. Verification of the purchase quantity of the *Recycled Input* used
- iii. Verification of *Output* produced
- iv. Purchases (t) – Stock (t) > Consumption (t)

Assessment level Category 1

SECTION 7: OUTPUT REQUIREMENTS

7.1 OUTPUT SPECIFICATIONS

Sales invoices of *Output* shall include at least:

- Name and address of the customer;
- Date when the invoice was issued;
- Product code and description of the *Output* sold;
- Quantity of *Output*;

Assessment level Category 1

7.2 RECORD OF SALES

Evidence of *Output* sales shall be recorded. Procedures shall be in place to monitor the destination of the *Output*.

Assessment level Category 1

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SECTION 8: SUBCONTRACTING

8.1 CONTROL OF SUBCONTRACTED PROCESSING

Records shall indicate when *Recycled Input* is sent for *Subcontracted Processing*. The following must be recorded at least:

- i) The date *Recycled Input* was sent for *Subcontracted Processing*;
- ii) The company name and address of the party carrying out *Subcontracted Processing*;
- iii) The grade of *Recycled Input* and tonnage sent for *Subcontracted Processing*.

Assessment level Category 1

8.2 SUBCONTRACTOR'S CERTIFICATE

Subcontracted Processing shall take place in facilities holding *Certification*. Copies of the subcontractor's certificates shall be presented.

Any processing taking place in non-certified companies shall not be considered in the *Recycled Content* calculation.

Assessment level Category 1

SECTION 9: ANNEXES

Certification includes an annex providing additional information for the data monitoring of use of recycled plastics. The Circular Plastics Alliance and Producer Responsibility Organisations annexes are not mandatory to obtain *Certification*.

SECTION 10: OUTCOMES OF THE AUDIT

10.1 AUDIT REPORT

Certification Body must issue an Audit Report with the final statement of conformity and the details of the audit findings. The audit report is valid for 1 year and is identified with a unique certification code.

10.2 CERTIFICATE

Certification Body shall issue a certificate reporting the final statement of conformity and the details of the audit findings. The certificate is also valid for 1 years and is identified with the same certification code than the audit report.

10.2 USE OF CLAIMS & CERTIFICATION MARK

The use of the *Certification* mark shall follow the guidelines provided in the "Recyclability and Recycled content Use of Claims Guidance" document.

13. ANNEX I: DEFINITIONS

Applicant

Organisation applying for Certification for a Process and Product(s), Components or Family(ies) of Products.

Batch

[EN/ISO 472:2013, 2.1679]

Quantity of material regarded as a single unit and having a unique reference. Batch is primarily a processing term.

Certification

Certification under this Scheme.

Component

Specific elements of the output product when it contains different plastic parts, other materials or other.

Composite

[EN 17615:2022, 3.62]

Solid product consisting of two or more distinct phases, including a binding material (matrix) and a particulate or fibrous material. EXAMPLE Moulding material containing reinforcing fibres, particulates fillers or hollow spheres.

Family of products

Group of products made using the same processing technology, within the same line, of similar formulation, for similar applications and containing materials from the same waste origin.

Multilayer material

[EN 17615:2022, 3.62]

Material composed of layers of similar or different materials forming a permanently assembled laminate

By-product

[EN 17615:2022, 3.43]

Co-product from a process that is incidental or not intentionally produced and which cannot be avoided, but which will certainly be further used without any further processing other than normal industrial practice. For legal definition refer to the European Waste Framework Directive 2008/98/EC article 5.

Organization

[ISO 22095:2020, 3.4.1]

Entity or group of people and facilities with an arrangement of responsibilities, authorities and relationships and identifiable objectives.

Output

Plastic Products that leave the *Process* for which *Certification* is being applied for.

Plastic

Material consisting of a polymer as defined in point 5 of Article 3 of Regulation (EC) No 1907/2006, to which additives or other substances may have been added, and which can function as a main structural component of final products, with the exception of natural polymers that have not been chemically modified.²

Post-consumer material

[ISO 14021:2016]

Descriptive term covering material generated by household or by commercial, industrial and institutional facilities in

² OJ L 155, 12.6.2019, p. 1-19

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their role as end-users of products that can no longer be used for its intended purpose. This includes material returned from within the distribution chain. Note that the term “post-use” is sometimes used synonymously.

Pre-consumer material

[ISO 14021:2016]

Descriptive term covering material diverted from the waste stream during a manufacturing process. Excluded is reutilization of materials such as rework, regrind or scrap that has been generated in a given process and is capable of being reclaimed within that same process that generated it. The term “post-industrial material” is sometimes used synonymously.

Process

[ISO 22095:2020, 3.2.10]

Set of interrelated or interacting activities that use inputs to deliver an intended output.

Product

Material, object or semi-finished product made entirely or partially of recycled plastics.

Product Code

Unique transaction code for an incoming input *Batch* of material.

Recycled Content

[CEN/TR 15353:2004, adapted]

Percentage by weight of recycled plastics in a product. Percentage by weight of *Certified Recycled Input* in *Output*. It must be defined between *Pre-consumer Material* and *Post-consumer Material*.

Recycled Input

Batches of certified *Recycled Plastics* identifiable with a unique transaction code. Certification must be granted by RecyClass or a Scheme recognised by RecyClass based on EN 14353:2007.

Recycled Plastic

[EN/ISO 472:2013, 2.612]

Plastic prepared by processing in a production process from plastics waste materials for the original purpose or for other purposes but excluding energy recovery. In a broad sense, the recycling of plastics covers any re-use of scrap material or discarded articles, including pyrolysis to recover useful organic chemicals. Recycled plastics may or may not be reformulated by the addition of fillers, plasticizers, stabilizers, pigments, etc.

Site

[ISO 22095:2020]

Location with geographical boundaries at which defined activities under the control of an organization are carried out.

Subcontracted Processing

Recycled Input delivered to *Site* which is produced by a third-party company also certified under *Certification* where the *Applicant* retains ownership of *Output* from the third-party *Organization*.

Supplier

Company providing *Recycled Input*, *Product(s)*, *Family(ies)* of *Products* or *Components*.

Supplier's certificate

RecyClass Recycled Plastics Traceability Certificate or certificate of compliance under a recognised Certification by RecyClass.

Traceability

[ISO 22095:2020, 3.6.1]

Ability to trace the history, application, location or source(s) of a material or product throughout the supply chain.

Uncontrolled Recycled Input

Batches of recycled material originated in a non-certified Supplier and/or without traceability.

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Waste

[EN/ISO 472:2013, 2.1710]

Any material or object which the holder discards, or intends to discard, or is required to discard.

14. ANNEX II: TABLE OF CHANGES

Version	Date	Section	Update description
2.3	December 2024	4, 4.1, 4.4	Addition of the Brand Owners Certifications procedure
2.3	December 2024	10	Added moving target for new suppliers and clarifications for input material certified.
2.3	September 2024	4.3	Clarification on eligibility of multisite audits.
2.3	September 2024	6	Clarification on the use of Module A2 in case of decontamination processes.
2.3	September 2024	10	Clarification about the definition and role of by-products in the calculation of recycled content.
2.3	September 2024	13.9	Addition of a reference to the annex for Producer Responsibility Organisations.
2.3	September 2024	Annex 1	Clarification about the definition of by-products.

Version	Date	Section	Update description
2.2	June 2023	4.1, 4.2	Specified on-demand production case
2.2	June 2023	9.2	Rewording with “Certification mark” instead of “logo”
2.2	June 2023	10	Clarification about recycled content calculation
2.2	June 2023	13	Added requirement 5.2 – Connection status control as clarification of initial step of requirement 5.8 - Traceability Clarified requirements 5.6 and 5.7

Version	Date	Section	Update description
2.1	November 2021	1	Editorial changes.
2.1	November 2021	13, 10	Addition of section 10 referring to the Annexes of the audit report.
2.1	November 2021	12	Clarification on the wording.

Version	Date	Section	Update description
2.0	July 2021	1	Additional explanations for the focus of Certification.
2.0	July 2021	6	New section on object of conformity.
2.0	July 2021	8	New section detailing traceability and chain of custody.
2.0	July 2021	9	New section detailing how the controlled blending model works.

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2.0	July 2021	10	New section explaining calculation of recycled content. Clarification.
2.0	July 2021	11	New section on supplier's certificate.
2.0	July 2021	12	New section on non-conformities. Additional clarifications.
2.0	July 2021	13, 1.2	Addition of EMAS to certification for quality management. Clarifications added.
2.0	July 2021	13, 1.6	New section.
2.0	July 2021	13, 1.7	New section.
2.0	July 2021	13, 2.1	Clarification. Details on how to demonstrate traceability from suppliers.
2.0	July 2021	13, 2.2	Clarification.
2.0	July 2021	13, 3.2	Clarification and modification – input material is not always weighted.
2.0	July 2021	13, 3.3	New section.
2.0	July 2021	13, 5.1	New section.
2.0	July 2021	13, 5.7	Clarification on the volume reconciliation calculation
2.0	July 2021	13, 6.2	New section.
2.0	July 2021	13, 6.3	Clarifications added on the calculation of recycled content.
2.0	July 2021	13, 7	New section on audit output.
2.0	July 2021	14	New definitions added.

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