

Guidance for applying for the Nordic Ecolabel Cosmetic products – generation 3 :

Instructions:

This is a guidance on how to apply for the Nordic Ecolabel (The Swan) for cosmetic products.

Fees:

You find the [fees](#) here.

Criteria:

All the requirements and how to document them can be found in the criteria.

You find the [criteria](#) for cosmetic products here.

Collecting documentation and submitting application:

1) First of all read the [criteria](#) careful. Please note the symbol ☒ This symbol explain what kind of documentation there is needed to fulfill the requirement

2) Find out which of the requirements your product must fullfill (e.g. is it a rinse off product or a leave on product, wet wipes, for children etc.).

3) The formulation of your product (first assessment):

For each raw material:

- See on safety datasheet (SDS): Classifications (see under point 2 and 3 on SDS)
- Function

Do a first-hand assessment of the raw materials according to relevant requirements.

4) Start to collect declarations for the raw materials and get the latest SDS.

It will often take some time to collect all the declarations for the raw materials, therefore, it is recommended to start this process early.

- You find all the **writable declarations** [here](#).

Appendix 1 Declaration from the manufacturer of the cosmetic product

Appendix 2 Declaration from the manufacturer of the raw material / ingredient

Appendix 3 Declaration from the manufacturer/supplier of packaging

Appendix 6 Declaration on the use of sensitising substances in the process water for material in wet wipes

5) Start to collect documentation, do calculations and assess all the relevant requirements.

- Sort the documentation, calculation etc. in the **folder structure**. The folder structure is a part of this application pack.
- All the documentation files must be named according the [instruction for file naming](#).
- It will simplify the process and mean that we will be able to process your application faster.
- You find all **calculation forms** [here](#):
 - Calculation sheet, Leave on
 - Calculation sheet, Rinse off
 - Calculation sheet, Soaps alternative
 - Calculation sheet, WUR and emptying level
- Use the [checklist](#) to see your progress of your application. (Please note when the application is submitted a checklist must be part of the application).

6) When all the documentation are collected and all the relevant requirements have been assessed to be fulfilled, the application can be submitted.

The application shall contain:

- [Application form](#) (carefully filled in and signed)
- [checklist](#)
- **Folder structure** with all the documentation named according to [Instruction for file namingv](#)
- if you need to send declarations and SDS before sending the application, please forward them to chemicals@ecolabel.dk

Please send the application to application@ecolabel.dk

If you have any questions please take contact to your contact person or Teamchef Michael Kristensen at Mik@ecolabel.dk