

REGULATIONS

certification and maintenance of the PSV and PSV-By- product certification



This document is the property of IPPR – Istituto per la Promozione delle Plastiche da Riciclo . All rights reserved.
Reproduction in whole or in part of the contents of this publication is prohibited.

Note. This non-sworn translation is a useful tool for companies interested in certification. For any doubts, the original Regulations in Italian will prevail.



Summary

List of abbreviations	4
Glossary	4
1. Introduction.....	6
1.1 Documentary and regulatory references	7
1.2 Purpose and Field of application - The PSV and PSV-By-product brand.....	8
1.2.2 PSV-By-product brand	9
2. Guide to PSV and PSV-By-product brand certification.....	10
2.1 PSV certification general requirements	10
2.2 Specific requirements for PSV certification- Recycled content imposed by technology.....	12
2.3 Preparation of the technical report for the PSV certification.....	13
2.4 PSV-By-product certification general requirements	14
2.4.1 Requirements for by-product producers.....	15
2.4.2 Requirements for users of by-products.....	16
2.5 Preparation of the technical report for the PSV-By-product certification.....	17
2.6 Certification application	18
2.6.1 Documentary review - Technical Report	19
2.7 Inspections.....	20
2.7.1. General rules	20
2.7.2 The certification inspection	20
2.7.3 Examination of the results of the certification inspection	21
2.7.4 Certification resolution and issue.....	21
2.7.5 Certificate of conformity	21
2.8 Maintenance of the certification: surveillance.....	23
2.8.1 General rules	23
2.8.2 Periodic monitoring.....	23

2.9	Change to the certification.....	24
2.10	Suspension.....	24
2.11	Cancellation of the certification	25
2.12	Waiving the certification	25
2.13	Complaints.....	25
2.14	Times of the inspection	26
2.14.1	Sampling of multi-site companies or with outsourced production.....	26
2.15	Additional checks	27
2.16	Market monitoring	27
2.17	Certification transfer and/or recognition.....	27
2.17.1	Transfer.....	27
2.17.2	Recognition.....	28
2.18	Certification of the supply chain.....	28

List of abbreviations

GPP	Green Public Procurement
IPPR	Istituto per la Promozione delle Plastiche da Riciclo
SRM	Secondary Raw Materials
NC	Non-conformity
CB	Certification Body
PSV	Plastica Seconda Vita (Plastic Second Life)

Glossary

Non-conformity	Failure to comply with a specified requirement.
Major non-conformities	Serious and/or systematic lack of a requirement of these Rules and/or of the Rules for the use of the brand that impacts on the final quality of the activities carried out, on the characteristics of the product covered by certification and/or on the certification status. Systematic shortcomings on traceability, recycled content, evidence of compliance with UNI 10667 standards, pertinent requirements with aspects of a binding nature are to be always classified as "major non-conformities".
Minor non-conformities	Slight, punctual failure to comply with a requirement of these Rules and/or the Regulations for the use of the brand. Minor non-compliance refers to small situations that do not systematically affect the final quality of the activities carried out, the characteristics of the product covered by certification and/or the certification status.
Recommendations	Opportunities for improvement that, as such, require no corrective actions.
Outsourcing	Organizational system of a company that, in defining the structural characteristics of its production process, decides to entrust to third parties, in a non-sporadic and regulated way, the performance of an entire function or of single phases of it.
Product	Artefact, semi-finished product, or material made totally or partially with recycled plastic materials and/or by-products, in compliance with the specifications of these Regulations, which may be the subject of the PSV and/or PSV-By-product certification. The products are the result of a processing or recycling activity carried out using one of the available technologies (e.g. injection moulding, rotational moulding, extrusion, thermoforming, etc.).
Secondary Raw Materials (SRM)	Materials that are no longer waste (end of waste - EoW), deriving from plastic waste recovery operations consisting of a polymer matrix (polymers or alloys or polymer mixtures) and fillers, reinforcements, pigments, additives and other polymers compatible with the matrix itself, which can also be in the form of powder, granules, flakes, ground and densified materials, agglomerates, and which can be used for their original function or for further and different uses.
Product family	The set of products made using the same processing/recycling technology
Selective waste collection	The collection in which a waste stream is kept separate according to the type and nature of the waste in order to facilitate its specific treatment.

Recycled content	Proportion, in mass, of recycled material in a product.
Post-consumer plastic waste	Plastic products produced with thermoplastic or thermosetting polymers, with or without fillers or reinforcing materials added, placed on the market for their original function, which the producer/holder discards or intends or is obliged to discard, to give them to operators authorized to collect and manage waste, after they have performed the function for which they were produced.
Pre-consumer plastic waste	Materials or objects deriving from both the production and the processing of thermoplastic or thermosetting polymers, with or without fillers or reinforcing materials added, which the producer/holder discards or intends or is obliged to discard, to give them to operators authorized to collect and manage waste.
Plastic recovery	Any operation the principal result of which is allowing waste to play a useful role by replacing other materials which would otherwise have been used to fulfil a particular function, or preparing waste to fulfil that function, within the plant or in the wider economy. Recovery operations include the recycling of plastic materials.
Recycling of plastic materials	Any recovery operation through which plastic waste is suitably treated to obtain products, materials or substances to be used for their original function or for other uses, including the treatment of organic material but not the recovery of energy or the treatment to obtain materials to be used as fuel or in filling operations.
Traceability	Operations suitable to verify the path of waste, materials, semi-finished and finished products within the recycling, production and distribution chain.
By-product (pre-consumer material)	<p>Any substance or object that meets all of the following conditions is a by-product and not waste:</p> <ul style="list-style-type: none"> a) the substance or object originates from a production process, of which it forms an integral part, and the primary purpose of which is not the production of that substance or object; b) it is certain that the substance or object will be used, during the same or a subsequent production or utilization process, by the producer or by third parties; c) the substance or object can be used directly without any further treatment other than normal industrial practice; d) the further use is legal, i.e. the substance or object meets, for the specific use, all relevant requirements concerning products and the protection of health and the environment and will not lead to overall negative impacts on the environment or human health.

1. Introduction

IPPR, Istituto per la Promozione delle Plastiche da Riciclo, owner of the Plastic Second Life brand, was founded on the initiative of the plastic supply chain (producers, converters, recyclers) to offer a visibility platform to all manufacturers and distributors of recycled plastic and related products. It creates a meeting between supply and demand in the field of green purchases between both private companies and companies, Public Administration and end-consumers. IPPR is a real store of ecological plastic products. It also wants to be a context of education and promotion capable of making culture of recycled plastic in schools, institutions, large retail groups and businesses.

IPPR created the PSV brand with the aim of enhancing the quality of recycled plastic and guaranteeing the traceability of recycled materials. These concepts are firmly anchored to the technical standards that the sector has been using for years. In fact the UNI 10667 standards identify the minimum requirements that the recycled polymer must have in order for it to be suitable and high-performing for its transformation into a manufactured article. Furthermore, the existence of a declaration of conformity of the material to the UNI-UNIPLAST 10667 specifications is a prerequisite for the PSV certification of secondary raw materials and products made with them.

The certification of the recycled content makes recognizable the artefacts that fall within the scope of green purchases, whether they are carried out by Public Administrations or by companies mostly owned by the state (GPP) or by individuals (citizens, companies, large retail groups).

IPPR then created the PSV-By-product brand with the aim of enhancing the virtuous behaviour of the company in the "reuse" of materials that can be taken (where applicable) off the waste cycle.

This document defines the rules for the certification and maintenance of the Plastic Second Life and Plastic Second Life By-product certification.

The brand can only be issued to subjects who formally request the license for the use of the PSV and/or PSV-By-product brand, whether or not they are IPPR members.

The PSV and PSV-By-product certification schemes are the exclusive property of IPPR. The Certification Bodies that use the programs described in these Regulations are legitimized by virtue of a specific agreement with IPPR and are accredited in compliance with ISO/IEC 17065.

PSV brand recycled content certification

The recycled content certification refers to the calculation method of the recycled content referred to in the EN ISO 14021 standard. The PSV brand is an environmental product certification system dedicated to materials and products obtained by the enhancement of plastic waste coming from selective waste collection or from other post-consumer circuits and to materials and products obtained from industrial waste. The brand certifies only the traceability and the recycled content.

PSV-By-product brand certification

The PSV-By-product certification makes the materials and manufactured articles recognizable which, with a view to pursuing the concept of "Circular Economy", promote the reuse of materials, thus guaranteeing their valorisation and the virtuous conduct of the company in the "reuse" of materials which can be taken (where applicable) off the waste cycle.

The brand is applicable to both materials and products made with materials deriving from a manufacturing process whose primary purpose is not obtaining them (by-products).

For these products, the "Second Life" refers to the subsequent use after their production, thus avoiding that they become waste.

The brand certifies the correct management of by-products and their content in materials and products, and cannot in any way be used to declare recycled content.

1.1 Documentary and regulatory references

ISO/IEC 17065	Conformity assessment. Requirements for bodies certifying products, processes and services
EN ISO 14021	Environmental labels and declarations-Self-declared environmental claims (Type II environmental labelling)
“Plan for the environmental sustainability of consumption in the public administration sector” (PAN) and consequent Minimum Environmental Criteria	Interministerial Decree of 11 April 2008 Ministerial Decree of 10 April 2013 Minimum Environmental Criteria Decrees in force: https://www.mite.gov.it/pagina/i-criteri-ambientali-minimi#1
Environmental Ministerial Decree 8/5/2003. No. 203	Public Administration’s purchases - Percentage of products from recycled material
Ministerial Memo 4/8/2004	Recycled content in materials and products
Ministerial Decree 5/2/1998	Identification of non-hazardous waste subjected to simplified recovery procedures. As amended by: Ministerial Decree 9/1/03 Ministerial Decree 27/7/04 Ministerial Decree 5/4/06 Decree-Law 16/1/08
Procurement code	---
UNI-UNIPLAST series 10667	Qualification of secondary raw materials
Regulations of the PSV and PSV-By-product brand	---
EN 15342 EEN	Plastics - Recycled Plastics - Characterization of polystyrene (PS) recyclates
EN 15343 EEN	Plastics Recycling - plastic recycling traceability
EN 15344 EEN	Plastics - Recycled plastics - Characterisation of Polyethylene recyclates
EN 15345 EEN	Plastics - Recycled plastics - Characterisation of Polypropylene recyclates
EN 15346 EEN	Plastics - Recycled plastics - Characterisation of PVC recyclates
EN 15347 EEN	Plastics - Recycled Plastics - Characterisation of plastics wastes
EN 15348 EEN	Plastics—Recycled plastics—Characterization of poly(ethylene terephthalate) (PET) recyclates
CEN/TR 15353	Plastics—Recycled plastics—Guidelines for the development of standards for recycled plastics

Legislative Decree 152/2006 as amended and supplemented	---
ISO 22095: 2021	Chain of custody — General terminology and models
(EU) Directive 2019/904	Directive of the European Parliament and of the Council of 5 June 2019 on the reduction of the impact of certain products on the environment
Decree-Law 196/2021	Implementation of (EU) Directive 2019/904 of the European Parliament and of the Council of 5 June 2019 on the reduction of the impact of certain products on the environment

Note: With regard to technical and/or binding dated references to the legislation, only the aforementioned edition applies. For undated references, the latest edition of the referenced document is valid (including updates).

1.2 Purpose and Field of application - The PSV and PSV-By-product brand

PSV is a product certification, based on the traceability of materials and on the mass balance useful for demonstrating compliance with the MEC (Minimum Environmental Criteria) as it indicates the percentage of recycled or recovered material or by-products.

1.2.1 PSV brand

The PSV brand is dedicated to materials and products obtained by the enhancement of plastic waste coming from selective waste collection or from other post-consumer circuits and to materials and products obtained from pre-consumer industrial **waste** (industrial waste).

The PSV certification certifies only the traceability and recycled content in compliance with ISO 14021 - Environmental labels and declarations - Self-declared environmental claims (Type II environmental labelling). Depending on the origin or the intended use of the certified material or manufactured article, the PSV collective brand may be used in conjunction with a description between the ones specified below and placed in the position shown.

The brand can be used by companies that have requested and obtained PSV certification. The attribution of the relevant wording is the responsibility of the CB issuing the certification.

	
<p>PSV FROM SELECTIVE WASTE COLLECTION: certifies the recycled content and the traceability of materials, semi-finished products, products manufactured using from 30 to 100% polymers derived from waste from selective collection or other post-consumer circuits. See § 2.2 Specific requirements - Recycled content imposed by technology.</p>	

<p>PSV FROM INDUSTRIAL WASTE: certifies the recycled content and the traceability of materials, semi-finished products, products manufactured using from 30 to 100% polymers derived from industrial waste. See § 2.2 Specific requirements - Recycled content imposed by technology.</p>	
<p>PSV MIXECO: certifies the recycled content and the traceability of materials, semi-finished products, products manufactured using polymers from selective collection waste and/or industrial waste that even if not falling within the cases referred to in § 2.2 Specific requirements - Recycled content imposed by technology, contain a minimum of 5% recycled plastic. Without prejudice to the possibility of reducing this percentage subject to authorization by IPPR in the presence of specific technical or regulatory provisions.</p>	
<p>PSV FOOD: certifies the recycled content and the traceability of materials and products intended for contact with food. The "PSV Food" brand is issued in the following cases: 1) pre-consumer and/or post-consumer plastics and products made from these materials 2) artefacts where the pre-consumer and/or post-consumer recycled plastic is used behind a functional barrier Minimum recycled content permitted: 5%</p>	
<p>PSV BAG: certifies the recycled content and the traceability of "reusable" bags. Minimum recycled content permitted: ≥ 35% bags for the food distribution channel ≥ 15% bags for the non-food distribution channel</p>	

1.2.2 PSV-By-product brand

The PSV-By-product brand certification certifies that the company is able to implement a management of processing residues such as to allow the traceability and recognition of the by-product content through the mass balance as regards the materials and manufactured articles incorporating them. The PSV-By-product brand must be used in combination with the descriptive wording specified below, placed in the position shown.

For the purposes of this certification, by-products and products made with them originating in the EU territory are admitted without exception.

The brand can be used by companies that have requested and obtained PSV-By-product certification.

<p style="text-align: center;">PSV-BY-PRODUCT:</p> <p>certifies plastic materials managed as by-products (i.e. residues, scraps and pre-consumer plastic industrial waste deriving both from the production and from the processing of polymers, actually used during the same or a subsequent manufacturing process of the plastic materials by the manufacturer or by third parties, without further treatments other than normal industrial practice, since they already meet the product requirements of the sector, for further production/conversion of plastics) and/or materials and/or semi-finished products and/or manufactured articles made with by-products.</p> <p>Minimum by-product content \geq 5% Without prejudice to the possibility of reducing this percentage subject to authorization by IPPR in the presence of specific technical or regulatory provisions.</p> <p>Compliance with the provisions of art. 184* bis of Decree-Law 152/2006 is considered a mandatory pre-requisite for certification.</p> <p><small>* Note to the translation: article 184 originates from art. 5 of Directive 2008/98/EC</small></p>	
--	---

2. Guide to PSV and PSV-By-product brand certification

2.1 PSV certification general requirements

For the purposes of PSV certification, the applicable binding regulations are to be considered as prerequisites, therefore not subject to verification. Any evidence of a violation of a law binds the CB to issue a major non-conformity.

To obtain the PSV certification, the company must set up and implement an organizational system able to provide evidence of the requisites envisaged in this Regulation and in particular:

1. Compliance with the minimum content of recycled plastic for the different variants of the PSV brand (selective waste collection, industrial waste, mix-eco, PSV Food, PSV bag).
2. Guarantee of the identification and document traceability of the different recycled materials, from the finished product back to the raw materials/original waste.
3. In the case of assembled products and in particular in the presence of other non-polymeric materials, the percentage of recycled content refers only to the plastic component. However, it is possible to certify the share of non-polymeric materials in line with the requirements of EN ISO 14021 par.7.8.
4. Preparation of the Technical Report as described by this specification.

5. Identification of the physical quantity to which the percentage of recycled material should be compared, where weight cannot be applied.
6. The company must prepare and manage a register of the materials used in the production process so as to allow “mass balance” to be carried out in reference to the last calendar year, that is, the assessment of the ratio between the mass of incoming recycled materials and the mass of outgoing products , net of any losses due to the conversion process, during the 1 January – 31 December period. The company must provide the CB with the data necessary to allow verification of the results.
7. A deviation of no more than 5% (tolerance) in the mass balance calculation is considered acceptable.
8. Definition of the manager/s within the company responsible for the implementation of these conditions.
9. Definition of the necessary documentation and registrations.
10. In case the certification regards Secondary Raw Materials, there must be evidence, as an acceptance criterion, of the specific reference to the European Waste Code (EWC) from which the material derives. Furthermore, according to current regulations, the company must document, by means of a special declaration, the compliance of the SRM with the requirements of the 10667 series UNI standards, or other requirements that may be stated in the authorizations for waste treatment or also to any *end-of-waste* criteria adopted at national or European level.
11. In the event of certification of products/artefacts, the manufacturer of PSV-branded manufactured goods must ask the supplier of secondary raw materials for the declaration of conformity to the relevant UNI 10667 standard, including information on their origin (industrial waste, selective waste collection). In order to ensure an uninterrupted and objective reconstruction of the chain, the acceptability of incoming SRM is also subject to one of the following conditions:
 - a. The SRM are Plastic Second Life certified or have one of the certifications referred to in point 2.17.2. In this case, the manufacturer of manufactured articles must be in possession of the certificate from his supplier.
 - b. The manufacturer is in possession of its SRM supplier’s waste treatment authorization for EWCs of specific interest.
 - c. If the conditions in points "a" and "b" do not apply, the manufacturer extends its **management and traceability system** to its supplier, also establishing a system of internal audits on the same that can ensure compliance with the requirements of these specifications. The certification body will collect the documentary evidence of these activities during the audits and will periodically check the supplier (during the certification inspection and at least once during the three-years’ certificate validity). The above inspections have the same procedures as those that apply to PSV brand licensees.
12. With reference to the previous points 10 and 11, in the event that plastic recycled articles are produced or processed outside of Italy, but in the territory of the European Union or in the Free Trade Area (EFTA), the existence of the requisites of conformity with the standards of the UNI 10667 series may be replaced with conformity – issued by Certification Bodies credited by Accreditation Bodies that have signed the IAF MLA agreements - with the relevant standard among the following: EN 15342 EEN, EN 15343 EEN, EN 15344 EEN, EN 15345 EEN, EN 15346 EEN, EN 15347 EEN, EN 15348 EEN .

The company must also prepare appropriate procedures, operating instructions for the definition of:

13. Rules for the qualification of suppliers and any subcontractors*
14. Rules for checking and accepting incoming material to ensure the objectivity of its origin*
15. Rules for identifying the product during storage, processing and sale*

* Requirements considered fulfilled if the company, holding an EN ISO 9001 certification, manages the PSV certification with its own quality management system.

2.2 Specific requirements for PSV certification- Recycled content imposed by technology

Extract from the Memo 4 August 2004 implementing Ministerial Decree 203/2003:

The technology used for the production of recycled material in this sector generally imposes weight limits of very varied plastic waste, depending on both the characteristics of the starting material and the performance linked to the use of the materials themselves; these limits can never reach 100%.

The reason lies in the fact that plastic products need pigmentation. The pigment is added in the form of masterbatch, in percentages of 0.5 - 2%, such as to make it impossible to reach the limit of 100%.

By way of example but not of limitation, we consider the recyclability of the following materials:

LDPE	95%
HDPE	95%
PP	95%
PET	95%
Expanded polystyrene	100%
Heterogeneous polymer mix	95%

The actual amount of plastic waste used must be declared in the descriptive document of the production process in support of the certificate application.

In the production of the manufactured articles there are limits imposed by the technology used; by way of example but not of limitation, the minimum limits of recycled material contained in the product are stated for some of the main technologies.

The following parameters can be modified according to the evolution of the technologies and knowledge of the sector available.

TECHNOLOGIES - PERCENTAGE LIMITS IN WEIGHT

Rotational moulding	30%
Blowing	50%
Injection moulding	70%
Extrusion	60%
Thermoforming of film/extruded sheet	50%

As an example:

- a product made of HDPE with the BLOWING technology must be produced using at least 50% recycled HDPE granules, in turn containing no less than 95% post-consumer plastic (overall at least 47.5%, editor's note);
- a product made of PET with INJECTION MOULDING technology must be produced using at least 70% recycled PET granules or flakes, in turn containing no less than 95% post-consumer plastic (overall at least 66.5%, editor's note).

2.3 Preparation of the technical report for the PSV certification

As evidence of compliance with the requirements of the PSV brand, the company must prepare a specific "Technical Report" which must include at least the following:

1. company description
2. product description
3. description of the production process
4. traceability and identification of the product

1) Company description

In order to allow a clear understanding of the activities carried out by the company, it is necessary to insert a general presentation of the company (e.g. date of incorporation, Company purpose, activity carried out, number of employees, plants, etc.).

2) Product type description-product technical data sheets

Describe the product that you intend to certify including possibly images and providing indications about:

- trade name;
- dimensions;
- shape;
- minimum unit of reference and relative physical quantity for the declaration of recycled percentage as per sales specification (e.g. kg, m²);
- total weight of the product and relative recycled percentage;
- parts made of recycled material (specify origin from pre-consumer waste/industrial waste or post-consumer/selective collection waste or mix);
- type, weight, origin of the recycled material (EWC where applicable) used to manufacture the product and relative percentage with regard to the total weight of the product;
- evaluation of the process yield in terms of processing waste;
- performance characteristics of the product;
- rules for the qualification of suppliers and possible subcontractors;
- rules for the identification of the product during storage, processing and sale.

3) Description of the production process

The technical report must describe in detail the methods of production of the product, also recalling internal technical specifications, management procedures or operating instructions etc.

In relation to the complexity of the type of activity and related production processes, the company must prepare documents that cover the different phases:

- supply of raw materials to the warehouse;
- control on raw materials;

- start of production and checks at the initial and final stages;
- packaging methods;
- management of non-compliant products and raw materials.

4) Traceability and product identification

It is one of the most important aspects to be described in the technical report. The company must describe how it guarantees the traceability of the product through all its processing phases, so as to allow external subjects to carry out a **backward journey from the finished product to the specific raw materials (and their origin) used for its manufacture.**

Documents and records used to ensure traceability and identification

<i>Process</i>	<i>Registration document</i>
Supply	<ul style="list-style-type: none"> • Qualified Suppliers List • Supplier offer or purchase order • Transport document or waste form • Supplier's test report • Supplier's declaration (transport documents or other document) about the origin of the material and availability of the declaration of conformity to UNI 10667 applicable (or other standard see § 2.1 points 10 to 12). • Receiving company's internal or supplier's registration lot number • Weight tags <p>In the case of certification of products/artefacts, the documentation referred to in par. 2.1 point 11 is also required</p>
Production	<ul style="list-style-type: none"> • Processing sheet which must include: raw material lot number, production order or customer order, registration of production checks, date and time of production, name and signature of production operator or quality control etc. • Registration of non-conformities • Registration of calibration checks and inspection of quality control tools (e.g. scales ...)
Packaging	<ul style="list-style-type: none"> • Identification tags showing customer order or production and lot number • Transport document

2.4 PSV-By-product certification general requirements

For the purposes of PSV-By-product certification, the applicable binding regulations are to be considered as prerequisites, therefore not subject to verification. Any evidence of a violation of a law binds the CB to issue a major non-conformity.

To obtain the PSV-By-product certification, the company must set up and implement an organizational system able to provide evidence of the requisites envisaged in this Regulation and in particular:

1. Preparation of the Technical Report in the manner described by these specifications containing also the evidence of the real by-product compliance with the requirements defined by article 184 bis of Decree-Law 152/06 and subsequent amendments

2. Definition of the manager/s within the company responsible for the implementation of these specifications.
3. Definition of the necessary documentation and registrations.
4. Identification of the physical quantity to which the percentage of by-product should be compared, where weight cannot be applied.

2.4.1 Requirements for by-product producers

1. For the purposes of compliance of the by-product with the requirements of art.184 bis of Decree-Law 152/06 and subsequent amendments the producer of the by-product must include in the technical report referred to in par. 2.5 a description of how to fulfil the following conditions:

- a) the substance or object originates from a production process, of which it forms an integral part, and whose primary purpose is not the production of that substance or object.

The producer must describe the production process that gives rise to the by-product and the types of by-products originated.

- b) it is certain that the substance or object will be used, during the same or a subsequent production or utilization process, by the producer or by third parties.

In the case of reuse of the by-product by the producer himself, the report will describe the production process involved in the reuse; in the case of re-use of the by-product by a third-party company, the producer will briefly describe the types of production process in which the by-product can be used and will give evidence, for example through contracts with users or their declaration of the actual re-use in their production processes.

- c) the substance or object can be used directly without any further treatment other than normal industrial practice;

The technical report will describe any normal industrial practice operations carried out by the manufacturer.

In the case of re-use of the by-product by a third-party company, the manufacturer will provide evidence of any operations of normal industrial practice, for example through contracts with users or declarations of the same.

- d) the further use is legal, i.e. the substance or object meets, for the specific use, all relevant requirements concerning products and the protection of health and the environment and will not lead to overall negative impacts on the environment or health.

The technical report will describe the composition of the by-product, the precautions implemented to avoid any contamination of the material from its origin to storage, any tests carried out for suitability for subsequent processing.

2. Guarantee of identification and documentary traceability of the by-product, from the production phase to storage, up to use and/or sale;
3. Compliance with the UNIPLAST 10667-1 standard, where applicable.

2.4.2 Requirements for users of by-products

1. Guarantee of identification and documentary traceability of the various materials, from the finished product to the original raw materials; the identification pertains in particular to the need to verify that the by-product has been correctly produced and managed as such since its origin at the producer.

For the purposes of compliance of the by-product with the requirements of art.184 bis of Decree-Law 152/06 and subsequent amendments the user of the by-product must include in the technical report referred to in par. 2.5 a description of how to fulfil the following conditions:

- a) the substance or object originates from a production process, of which it forms an integral part, and whose primary purpose is not the production of that substance or object.

The user must describe the origin of the by-product giving evidence, e.g. through contracts with suppliers or through their declarations.

- b) it is certain that the substance or object will be used, during the same or a subsequent production or utilization process, by the producer or by third parties.

The technical report will describe the production process of using the by-product.

- c) the substance or object can be used directly without any further treatment other than normal industrial practice;

The technical report will describe any operations of normal industrial practice carried out by the user and will give evidence of any operations of normal industrial practice carried out by the supplier, for example through contracts with suppliers or declarations of the same.

- d) the further use is legal, i.e. the substance or object meets, for the specific use, all relevant requirements concerning products and the protection of health and the environment and will not lead to overall negative impacts on the environment or health.

The technical report will describe the rules for accepting the incoming material, the precautions put in place to avoid any contamination of the material from its origin to storage, any tests carried out for suitability for processing.

- 2. In the case of assembled products and in particular in the presence of other non-polymeric materials, the percentage of recycled content refers only to the plastic component.
- 3. The company must prepare and manage a register of the materials used in the production process so as to allow at least a yearly "mass balance" to be carried out, that is the assessment of the ratio between the mass of incoming materials (by-products) and the mass of outgoing products. The company must document the results of the aforementioned check. A deviation of no more than 5% (tolerance) in the mass balance calculation is considered acceptable.
- 4. The company must also prepare appropriate procedures, operating instructions for the definition of:
 - a. rules for the qualification of suppliers and possible subcontractors
 - b. Rules for checking and accepting incoming material to ensure the objectivity of its origin
 - c. rules for the identification of the product during storage, processing and sale

2.5 Preparation of the technical report for the PSV-By-product certification

As evidence of compliance with the requirements of the PSV-By-product brand, the company must prepare a specific "Technical Report" which must include at least the following:

- 1. company description
- 2. product description
- 3. description of the production process from which the by-product originates or in which the by-product is used
- 4. product traceability and identification,
- 5. compliance with the requirements of article 184 bis of Decree-Law 152/06 and subsequent amendments

1) Company description

In order to allow a clear understanding of the activities carried out by the company, it is necessary to insert a general presentation of the company (e.g. date of incorporation, Company purpose, activity carried out, number of employees, plants, etc.).

2) Product type description - product information sheets

Describe the product that you intend to certify including possibly images and providing indications about:

- trade name;

- dimensions;
- shape;
- minimum unit of reference and relative physical quantity for the declaration of percentage of by-product material, as per sales specification (e.g. kg, m²);
- total weight of the product and relative percentage of by-product material;
- type, weight, origin of the by-product used to manufacture the product and relative percentage with regard to the total weight of the product;
- evaluation of the process yield in terms of processing waste;
- rules for the identification of the product during storage, processing and sale.

3) Description of the production process

The technical report must describe in detail the methods of production of the product, also recalling internal technical specifications, management procedures or operating instructions etc.

In relation to the complexity of the type of activity and related production processes, the company must prepare documents that cover the different phases:

- supply of raw materials to the warehouse;
- control on raw materials;
- start of production and checks at the initial and final stages
- packaging methods;
- management of non-compliant products and raw materials.

4) Traceability and product identification

It is one of the most important aspects to be described in the technical report. The company must describe how it guarantees the traceability of the product through all its processing phases, so as to allow external subjects to carry out a **backward journey from the finished product to the specific raw materials (and their origin) used for its manufacture.**

5) Compliance with the requirements of article 184 bis of Decree-Law 152/06 and subsequent amendments (see par. 2.4.1 and 2.4.2)

2.6 Certification application

A company associated with IPPR or any company that officially asks IPPR for the license to use the brand can apply for PSV and/or PSV-By-product certification.

The certification process includes the following:

- The company contacts IPPR in order to receive the relevant documentation;
- The company fills in the information questionnaire and sends it to IPPR;
- IPPR forwards the information questionnaire received to the CB partners;
- The CB formulates the estimate and sends it to the company together with the documentation for the presentation of the certification application, including the Regulations for the use of the brand;
- Once the company has decided to accept one of the estimates received, it sends the certification application* to the CB, simultaneously accepting the rules set out in the Regulations and in the documents referred to therein and sends the "registration application/brand license" to IPPR;
- The CB examines the documentation sent by the applicant and in particular checks that the applicant has complied with the certification requirements and there are no differences of interpretation. If there

are no differences, after verifying the regularity of the Organization's obligations with IPPR, the CB accepts the certification request and sends the relevant contract that the Organization must return signed for acceptance. The possible non-acceptance of the application must be communicated in writing with adequate motivation to the company and to IPPR;

- Once IPPR has received the "registration application/brand license" from the company, it sends the CB the authorization to continue with the certification process.

*The application for certification must be accompanied by the following documents:

1. information sheet (in case of changes from the initial document sent to the CB);
2. Chamber of Commerce registration certificate or equivalent document;
3. copy of the relevant Regulations signed for acceptance;
4. copy of the economic offer signed for acceptance, including the amounts related to the certification costs (to be paid to the certification body) and to the license to use the PLS Mark (to be paid to IPPR);
5. certification contract between the Certification Body and the company;
6. Technical Report.

In case of application for the "PSV - Food" brand, a copy of the authorization issued by the EU Commission following the favourable opinion of EFSA - European Food Safety Agency, must be attached to the technical report described in the following chapters, as required by EU Regulation 2022/1616

Furthermore, the technical report must also contain:

1. *declaration of conformity* in compliance with EU Commission Regulation no. 10/2011 of 14/01/2011 concerning plastic materials and objects intended to come into contact with food or EU Regulation 2022/1616.
2. the results of the tests required for compliance with Ministerial Decree 21/3/73 and subsequent updates and to Regulation (EU) No. 10/2011 or the results of the tests required by the declaration of conformity of (EU) Regulation no. 2022/1616

2.6.1 Documentary review - Technical Report

The document review takes place before the certification inspection in the field. The inspector in charge will report to the CB if the requirements to proceed with the inspection are met, it being understood that only the field inspection makes it possible to confirm the contents of the technical report. Confirmation of the adequacy of the Technical Report and compliance with the requirements set forth for the product will be documented in the inspection report.

Further examinations of the technical report are necessary only if any changes are made.

Once the certification has been completed, the technical report must be systematically updated - and verified by the CB - in relation to the products listed on the certificate of conformity.

2.7 Inspections

2.7.1. General rules

During each inspection, the CB must:

- In addition to the verification of the annual mass balance (calendar year) referred to in the paragraph "General requirements for certification" for PSV certification and in the paragraph "Requirements for users of by-products" for the PSV-By-product certification, carry out and document in the audit report a mass balance relating to the sampled products. Through the calculation of a mass balance, the CB verifies that the quantities of products made and the relative percentages of recycled material/by-product used are compatible with the raw materials used, taking into account the losses incurred during all stages;
- perform and document in the audit report a traceability test, following the various stages of the transformation process from acceptance of materials to the finished product;
- Document in the PSV inspection report the evidence gathered about compliance of the materials with the standards of the UNI 10667 series (or, if applicable, the standards set out in § 2.1 point 10 and 12);
- In the PSV-By-product inspection report, document the evidence collected regarding the compliance of the materials with the UNI 10667-1 standard or other documentation suitable for proving compliance with the legal prerequisites.

At the beginning of the inspection, the inspectors hold a meeting with the company's management in order to reach a good understanding of the certification procedure, to clarify any aspects not fully understood and establish a climate of mutual trust. In this phase it is possible to redefine any particular needs.

During the inspections, inspectors must be assisted by the manufacturer's staff.

The company must guarantee the inspector free access to all company areas and to all the documentation necessary to assess compliance with the requirements of these specifications.

The company must allow Accredia's, IPPR's or other accreditation bodies' inspectors access to its own office(s), accompanying the CB inspectors, failing which the certificate is not granted or it is suspended/cancelled.

the company must also allow access to its plants to personnel appointed by the CB to periodically monitor its inspectors.

2.7.2 The certification inspection

The first certification inspection is carried out with production in progress after the successful completion of the documentary examination.

The inspectors carry out the audit at the production site (even if outsourcer) of the applicant to verify the accuracy of the information submitted in the relevant Technical Report when applying for certification and the applicant's actual capacity to produce in compliance with the rules of these specifications.

At the end of the inspection, the inspectors fill out a report that must state any non-conformities found.

The content of this report will subsequently be confirmed by the CB through written communication. In the absence of such communication within 15 working days from the date of the inspection, the report is considered confirmed.

2.7.3 Examination of the results of the certification inspection

For each NC notified to the organization, the corresponding page of the inspection report form must be filled in, indicating in the appropriate space, the corrective action that it intends to undertake and the time required for its implementation. The organization must send a corrective action plan from the CB within 10 days of the inspection, indicating the treatment (correction) of the non-conformity, analysis of the cause, corrective action and relative implementation times.

The CB checks the adequacy of the proposed actions received, requesting the appropriate additions where necessary. These proposals are considered accepted if within 10 working days from shipping, the company does not receive any written communication from the CB.

Having verified the above, we proceed as follows:

- 1. MAJOR NCs:** In case of major NCs, the certification process is suspended and the organization is notified that an additional inspection must be carried out within three months, in the field or, where possible, on a documental basis, aimed at ascertaining the correct implementation of the proposed corrective actions. Upon completion of this inspection, the certification process is resumed.
However, in situations where this objective cannot be achieved, at the express request of the organization, the CB, after hearing IPPR, can allow a further delay of up to three months. After an unsuccessful six-months period, the CB reserves the right to definitively close the certification process. In such cases, the organization wishing to continue the certification must submit a new formal application and repeat the process.
- 2. MINOR NCs:** If there are minor NCs, the organization will send a corrective action plan within 10 days from the date of the inspection. The closing inspection will be verified during the subsequent audit.
- 3. RECOMMENDATIONS:** Companies are not required to accept recommendations, although they are required to analyse them.

2.7.4 Certification resolution and issue

The CB ascertains that the technical conditions required for the issue, maintenance, extension, reduction, modification, suspension or cancellation of the certificate are met, with a specific resolution.

No interference or censorship can be exercised by IPPR on the certification decision, without prejudice to the obligations of the applicant regarding the payment of membership fees (for members) and/or contributions for the PSV brand license.

Based on the conclusions on the assessment of the inspection and Technical reports, submitted by the function proposing the certification, the CB issues the certification and sends the certificate of conformity to the company.

If the CB requests further information or decides not to grant the certification, this will be communicated in writing to the company stating the reasons.

2.7.5 Certificate of conformity

In the case of a positive resolution, the CB sends the certificate of conformity to the company, in single copy.

The certificate must specify the products covered by the certification and the addresses of the registered office and/or production sites where the activities connected with the objective of the certification are carried out.

The first release date, current issue date and expiry date must be stated.

The certificate consists of a general part that shows the general company data, CB logo, number, purpose and an attachment containing the details relative to the certified products (product type, trade name and/or article code, percentage of recycled material for each item).

In the event that the company has obtained both PSV and PSV-By-product certification, the material balance relates to the data verified for each product and includes:

- % of post-consumer recycled material;
- % of pre-consumer recycled material;
- % of by-product;
- % of virgin material.

In the case of only PSV (Separate Collection, Industrial Waste, MixEco, Food, Bag) or PSV-By-product certification, only the percentage of recycled material or by-product will be indicated, respectively.

Table 1: Data to be indicated in the material balance in relation to the certifications obtained (percentage values from 0 to 100)

Certifications obtained	Post-consumer recycled product	Pre-consumer recycled product	By-product	Virgin material
PSV (RD/SI/MixEco/Bag/Food)	X	X		X
PSV-By-product			X	X
PSV + PSV-By-product	X	X	X	X

The purpose of the certification must include the indication of:

- the products;
- production/processing technology,
- the origin of the waste (e.g. separate collection) or of the secondary raw materials used (in the case of PSV certification) or of the by-products used (in the case of PSV-By-product certification).

The certificate is drawn up by the CB on the format made available by IPPR and is signed by the CB Supervisor.

The certificate of conformity is valid for three years.

The validity status of the certificate will be available, together with the indication of the products mentioned in it, in a special section of the website of the CB that issued it.

2.8 Maintenance of the certification: surveillance

2.8.1 General rules

The company undertakes to produce products that comply with the requirements of the current legislation, of these General Regulations and of any rules deriving from the relationship with the CB.

During the period of validity of the certification, the following conditions apply.

Any significant change in the production process such as to modify the characteristics of the product must be promptly communicated by the company to the CB. In relation to the type of changes introduced, the CB reserves the right to carry out an additional inspection to assess the influence of the variations on the conformity of the product.

The CB will communicate any changes to the certification to IPPR.

2.8.2 Periodic monitoring

Once the certification has been completed, the CB performs periodic monitoring by means of audits, at least once a year. Periodic monitoring involves the assessment of all applicable requirements, as in the certification inspection, including the evaluation of the update status of the Technical Report.

The audit program will be developed and may vary based on a continuous analysis of the risks (e.g. status of the processes to be tested, results of previous inspections...) or considerations deriving from the information from the market regarding the actual fulfilment of the specified requirements

The first monitoring is carried out within 12 months from the date of the certification inspection, unless otherwise decided by the Certification Committee.

For this purpose the company undertakes to guarantee the access of the inspectors appointed by the CB to the production sites and the necessary assistance from the responsible staff.

If a manufacturer's consultant is present at the inspection, he/she must be just an observer.

The dates of the inspections will be notified sufficiently in advance.

Periodic surveillance is normally carried out with production activities in progress. In exceptional cases, the CB may consider proceeding with the verification even when production is not in progress. In this case, the verification will take place on a documentary basis. The CB must keep records that justify the carrying out of a non-operational production check.

On the occasion of the periodic checks, the organization will present an assessment on the quantities of recycled material used in PSV-branded products in the previous calendar year.

In case of impossibility to carry out the checks within the established time limits because of the company, the CB reserves the right to suspend the certification.

At the end of each audit a report is issued describing any non-compliance with the requirements prescribed by the standards. The report issued by the inspector is considered confirmed within 15 days from the date of the visit unless otherwise notified by the CB.

In the event of major non-conformities, the company will be subjected to an additional inspection, documentary where possible, at its own expense, within the time established by the CB according to the importance of the non-conformities themselves and in any case no later than three months from the end of the monitoring audit.

If there are minor NCs, the organization will send a corrective action plan within 10 days from the date of the inspection. The closing inspection will be verified during the subsequent audit.

The last monitoring of the three-year period refers to the renewal of the certification.

2.9 Change to the certification

The company in possession of the certification can request its modification or extension by submitting a formal request to the CB that forwards it to IPPR. The CB organizes the appropriate inspection activities to issue the new certificate.

In case of any modification of these Regulations and/or any other document applicable to the PSV brand certification, IPPR will be responsible for forwarding to the Certification Bodies the necessary information to be communicated to the certified firms about the times and methods to implement the changes.

2.10 Suspension

The validity of the certificate can be suspended in the following cases:

- Infringement of applicable regulations and procedures;
- major non-conformities unresolved within the set time frame and/or failure to adopt corrective actions in the agreed time frame;
- refusal of or objection to inspections within the set time frame;
- incorrect use of the brand and/or certification;
- non-payment of membership fees or other contributions of any kind to IPPR;
- the company's unavailability for inspections in the presence of observing assessors of accreditation bodies;
- in other cases regulated by the CB in agreement with IPPR.

In the case of proven technical and organizational reasons, the company can also request a suspension for a period not exceeding 12 months, beyond which the certification is revoked.

The suspension is notified in writing by registered post/certified electronic mail to the company, specifying the conditions for restoring the certification and the term within which they must be implemented, in any case within six months from the date of notification of the suspension.

The certification body will also make the provision known by publishing it in a special section of its website and/or with other communication tools appropriate for the correct dissemination of the provision to the interested parties.

During the suspension period the company cannot in any way make use of the PSV brand and the relative Certificate of conformity.

The CB is obliged to ascertain that the suspended licensee does not use the PSV brand, preparing the appropriate actions in the case.

All expenses related to the additional checks, necessary as a consequence of the discovered breaches, are the responsibility of the manufacturer. The restoration of the certification will be subordinate to the ascertainment of the elimination of the causes that had determined the suspension itself.

Failure to meet the conditions for the certification reinstatement within the prescribed time limit will result in the cancellation of the certificate.

2.11 Cancellation of the certification

Cancellation can be decided in the following cases:

- For the undue continuation of the situations referred to in the paragraph "suspension";
- for failure to comply with the amendments to the applicable legislation within the prescribed time frame;
- company bankruptcy;
- due to delays in payments to IPPR and/or the CB;
- for evidence that the production control system does not ensure compliance with the applicable regulations and procedures;
- lack of acceptance of contractual documents including these Regulations.

The cancellation will be notified in writing by I.P.P.R. to the company by registered post.

On receipt of the cancellation, the company must return the relative certificate.

The certification body will also make the provision known by publishing it in a special section of its website and/or with other communication tools appropriate for the correct dissemination of the provision to the interested parties.

The company cannot use the certificate and the PSV/PSV-By-product brand when the certification has been cancelled. The CB is obliged to ascertain that the revoked licensee does not use the PSV/PSV-By-product brand preparing the appropriate actions in the case.

2.12 Waiving the certification

The organization can give up the certification at any time, in the forms and ways defined by the CB, informing the latter and sending IPPR the cancellation of the license to use the brand. The CB is required to inform IPPR. The waiver can not be considered valid and/or acceptable if the certification is affected by a suspension measure.

By giving up the certification, the company agrees not to use the PSV/PSV-By-product brand any longer.

2.13 Complaints

The company undertakes to keep a record of all complaints and related corrective measures taken. Complaints will be subject to specific evaluation during the audits.

If the complaint is forwarded to the CB by customers of a certified company or by other parties interested in the certified product, the CB informs the certified company within ten working days.

The CB carries out the appropriate assessments and may decide whether to carry out an additional inspection.

2.14 Times of the inspection

The audits are scheduled taking into account the timing shown in the table below.

No. of families	Samples	Days
1 product family	between 2 and 3 samples	0.5
2 product families	between 4 and 5 samples	1
3 product families	between 6 and 9 samples	1.5
4 product families	between 8 and 12 samples	2

Product family means the set of products made using the **same processing/recycling technology**.

In particular:

- a) all product families must be sampled;
- b) a sampling is considered significant if a minimum of 2 products are monitored for each family;
- c) a sampling is considered significant if for each family the products made with materials coming from different flows are monitored (e.g. selective waste collection and industrial waste), where applicable;
- d) it is considered that up to a maximum of 5 samples can reasonably be carried out in a day's inspection, thus guaranteeing a sufficient level of in-depth verification.

The inspection verification times indicated in the table above must be integrated by:

- 0.5 days for document verification, initial and final meeting, drafting of the report;
- 0.5 days/site for checking products made at remote company sites or outsourced;
- 0.5 days for the PSV checks at the suppliers' necessary in the event that the conditions considered in paragraph 2.1 points 11 a) and b) do not occur and for PSV-By-product in the event that the conditions considered in paragraph 2.4.1 points 2) and 3) do not occur

The overall inspection verification times (times for document verification and times indicated in the table above) can be reduced by 0.5 man-days in the following cases:

- certification of company in possession of PSV certification which requires extension to PSV-By-product certification for the same materials/artefacts;
- certification of company in possession of PSV-By-product certification which requires the extension to PSV certification for the same materials/artefacts.

2.14.1 Sampling of multi-site companies or with outsourced production

Sampling can take place only for homogeneous sites and provided that internal audits are performed on 100% of the sites subject to certification. The above checks must be planned and performed annually.

Sampling is extended to sites where outsourced products are made. The outsourced production site, however, will not be included in the formulas for calculating the number of samples below if during the year it has not produced products subject to certification or if the processing outsourced does not envisage the possibility of determining or modifying the recycled/by-product content (e.g. painting or assembly of components whose content of recycled material has already been determined). Based on a written agreement between the parties, the subcontractor undertakes to keep the materials subject to certification separate from other materials and to keep track of the processing by means of an entry and exit register of the materials further specifying the possibility of allowing access by the certification body).

The main establishment must be inspected every year.

In the certification inspection: the minimum sample size is the square root of the number of (homogeneous) detached sites rounded to the nearest whole number ($y = \sqrt{x}$).

In the monitoring inspection: the minimum size of the annual sample is the square root of the (homogeneous) detached sites with a multiplier coefficient of 0.6 ($y = 0.6 \sqrt{x}$) rounded to the nearest whole number. Sampling is subject to the successful outcome of the audits after certification. The sample can be increased following major NCs.

2.15 Additional checks

Additional inspections are carried out following the negative result (in the case of a Major NC) of an inspection (either certification or periodic).

They can also be carried out in the following cases:

- complaints or reports from interested parties deemed significant: in this the correct handling of the complaint will be checked;
- significant changes to the processes of the certified products: in this case the conditions for the issue of the certification will continue to exist;
- presence of major NCs among the results of the audits: in this case the correct management of the non-conformity will be verified in terms of correction, corrective measure and evaluation of the effectiveness of the corrective action.

The additional checks are charged to the company. The relative amount is confirmed by the CB when the offer is issued.

2.16 Market monitoring

IPPR monitors the regularity of the use of the PSV and PSV-By-product brand certification directly on the market and on the web; it also intervenes on the express request and/or documented report by the interested third party.

2.17 Certification transfer and/or recognition

2.17.1 Transfer

IPPR can allow the transfer of certifications issued by CBs accredited in accordance with ISO IEC 17065 that have not joined the PSV program.

2.17.2 Recognition

IPPR recognizes recycled content/by-product certifications issued by accredited CBs.

It can also recognize the validity of other certifications on SRM, by-products and semi-finished products with which PSV and PSV-By-product brand products are made, subject to verification and documented technical review by the CB, of the compatibility of the requirements underlying these certifications with respect to these specifications.

This recognition may concern:

- Certifications issued by entities belonging to PolyCert Europe;
- Certifications recognized by the Circular Plastics Alliance;
- Type III Environmental Product Declaration (EPD), compliant with the EN ISO 14025 standard with an indication of the percentage of recycled material and/or by-product;
- Certifications that use a "mass balance" approach (e.g. ISCC+, RedCert2).

2.18 Certification of the supply chain

In order to maintain the continuity of the certification, all organizations that acquire the ownership of already certified PSV and PSV-By-product materials/artefacts and carry out one or more of the following activities can apply for a license to use the Plastic Second Life brand:

- sell (with or without physical possession) products as PSV certified (even with their own name or brand attributable to them);
- apply or have the supplier apply labels to the PSV certified product;
- use and/or work without modifying the composition of PSV certified products.

For the purposes of certification of the supply chain, the provisions of these Rules are applied with reference to traceability. In particular, the organization must be in possession of the certificate issued to the supplier and the relative attachment showing the list of items and their recycled/by-product content, which will be valid for the purpose of issuing the final certificate.

In this case, paragraphs § 2.1 (points 1,2,3,5,7,10, 11,12), §2.2 for PSV and § 2.4 (point 4) and § 2.4.1 (points 1 and 3) for PSV-By-product do not apply .

With reference to paragraphs § 2.7 and § 2.8, the audits will be carried out with reference to the traceability of the certified products purchased and resold, without the need for ongoing production activities.

With reference to paragraph § 2.14, the audits will be carried out on a documentary basis and will last 0.5 days.